



KENTUCKY MOUNTAIN LAUREL FESTIVAL

P.O. Box 151  208 Virginia Avenue (Asher Building)  Pineville, KY 40977

Phone: (606) 337-6103  mntlaurelville@att.net

ARTS and CRAFTS VENDOR REGISTRATION

Complete this form and return with the required fee. DO NOT SEND FORM WITHOUT PAYMENT OR YOUR APPLICATION WILL NOT BE ACCEPTED. Fees must be paid by **check or money order** and made payable to: **KMLF**. The fee covers the duration of your stay as a craft vendor. Please contact the KMLF office for further information. **NO REFUNDS AFTER ACCEPTANCE AS A KMLF VENDOR. MAIL FORM AND PAYMENT BY MAY 1, 2020.**

NAME OF BOOTH/ ORGANIZATION: _____

OWNER'S NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CELL #: _____

E-MAIL ADDRESS: _____

All spaces assigned on the courthouse lawn with the exception of travel trailers. Please come prepared with proper equipment to situate booth. Check-in time begins Wednesday at 5:00 PM **or** between 8:00-10:00 AM on Thursday of the festival dates. Vendors must check-in at the Gazebo on courthouse lawn. Limited electrical hook-ups available; electric fee must be paid with registration. Fees are as follows:

\$100.00 per 10' x 10' space

(\$60.00 per 10'x 10' space for non-profit organizations)

Electrical fees are \$20.00 for 110 Volt; \$40.00 for 220 Volt

_____ spaces x \$ _____ fee per space + \$ _____ electric = _____ TOTAL

(List Exact Amps Required) _____ **for: TENT** _____ **TRAILER** _____

Please list below a complete list of items to be sold. Any application without a COMPLETE description of booth contents will be returned.

VENDOR'S SIGNATURE: _____ DATE: _____

FOR OFFICE USE ONLY:

Amt. Rec: _____ **# of Spaces** _____ **Profit** _____ **Non-Profit** _____ **Electric** _____ **Date Received** ____/____/____

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Dear Art/Craft Vendor:

The 90th Kentucky Mountain Laurel Festival will be held May 21-24, 2020 in Pineville, KY. We are excited about your consideration to participate in this joyful event. Quality arts and crafts are always welcome.

All vendors, **profit or non-profit**, must have a Kentucky Sales Tax Permit to be produced upon arrival. Booths are set in spaces assigned and reserved by KMLF around the Court House Square. *Trailers, campers, and vehicles are NOT allowed on the courthouse lawn.* Please note that there is little shade and no weather protection. Festival colors are pink and green and we encourage you to emphasize these colors. All spaces are 10' X 10' (a funeral size tent would require two spaces).

When you arrive, please check in at the information booth/gazebo on the Court House Square. Check-in and set-up time are after 5:00 PM Wednesday evening or between 8:00-10:00 AM Thursday morning. All booths are expected to remain operational by **10:00 AM to 10:00 PM Thursday and Friday and by 8:30 AM to 6:00 PM Saturday.**

If you will be lodging outside of Pineville, then you will need to return to your booth **by 8:00 AM on Saturday because the town entrances will be blocked off for the 5K Fun Run and the Gala Parade.** Because there is afternoon entertainment after the parade on Saturday, we expect booths to remain up and operational through 6:00 PM Saturday evening. There will be a street dance on Saturday night from 9:00 PM until midnight, so you may choose to stay later.

As a disclaimer, please note that the KMLF or any of its staff will not be responsible for damaged, lost, or stolen articles or any injuries that may occur.

Please complete the attached registration form and return no later than May 1, 2020. Should your application not be accepted, you will be notified via your preferred method of contact as soon as possible.

Throughout your participation with the festival, appropriate KMLF staff will be available to assist you with any related needs. If you have any questions or concerns, please do not hesitate to contact the KMLF office.

We look forward to hosting you at the 2020 Kentucky Mountain Laurel Festival.

Sincerely,

Rebecca Shelby
KMLF Arts and Crafts /Concessions Co-Chairperson
kmlf.fac@gmail.com

FOR OFFICE USE ONLY:

Amt. Rec:	# of Spaces	Profit	Non-Profit	Electric	Date Received	/	/
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