



KENTUCKY MOUNTAIN LAUREL FESTIVAL

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

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

CONCESSIONS 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 concessions 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: _____

OWNERS NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CELL #: _____

E-MAIL ADDRESS: _____

All spaces assigned on the pavement on Pine Street and/ or Virginia Avenue. 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. See attached letter for set up information. Limited electrical hook-ups available; electric fee must be paid with registration. Fees are as follows:

\$150.00 per initial 10' x 10' space, then \$100.00 per additional 10'x10' space

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

1 space = \$150.00 + # _____ additional spaces x \$100 = \$ _____

**+
+ (for electric) \$ _____ = \$ _____ TOTAL**

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



Please list below a complete list of items to be sold or attach a flyer listing. 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 Concessions Vendor:

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

Please remember that all food vendors must have a Kentucky Sales Tax Permit to be produced upon arrival. If cooking on site, then a food permit must be acquired from the Bell County Health Department. The Bell County Health Department will be on site to do inspections and issue temporary permits beginning on Thursday morning. Permits will cost \$50 to be paid by cash or money order only.

Food vendor booths are set in spaces assigned and reserved by the KMLF on Pine Street and/ or Virginia Avenue. No stock trailers, campers, or vehicles are 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" tent would require two spaces).

When you arrive, please go to the Pineville Community Hospital Parking lot located on Highway 25 E at the North entrance to Pineville. Check-in and setup will begin at 5:00 PM Wednesday evening. To avoid traffic congestion, vendors will be moved from the hospital parking area to the court house square in the order of their assigned booth spaces. If you are unable to set up on Wednesday evening, please contact me to schedule your set up between 8:00-10:00 AM Thursday morning. All booths are expected to remain operational **by 10:00am to 10:00pm 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**. We ask that booths 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 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 Kelemen Blackburn
KMLF Concessions / Arts & Crafts Co-Chairperson
Rlkb63@yahoo.com

FOR OFFICE USE ONLY:

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