

Lawrence County Septemberfest  
PO Box 808  
Louisa, Kentucky 41230

**CRAFT VENDOR APPLICATION**  
**DEADLINE AUGUST 1<sup>ST</sup>**

Company Name

Contact Person

Address

Telephone                      Email                      @

Items to be sold:


Number of Spaces                      (10x10)

Will you require:

Tent Trailer Size                      X

Electricity YES NO 110 220

Commercial or Non-Profit

Returning Vendor YES NO

## **RATES**

### **Commercial Vendors-Handmade Crafts**

2 Day Rate Friday and Saturday .....\$75.00

### **Commercial Vendors-Retail Goods**

2 Day Rate Friday and Saturday .....\$125.00

### **Commercial Vendors-Retail Goods and Crafts Mixed**

**2** Day Rate Friday and Saturday .....\$125.00

The **Lawrence County Septemberfest, Inc** board of directors requires all applications be postmarked no later than August 1<sup>st</sup> to avoid a **LATE PENALTY**. Any applications received after August 1<sup>st</sup> will require rental fee plus a \$50.00 **LATE PENALTY**.

Please make checks payable to

Lawrence County Septemberfest  
PO Box 808  
Louisa, Kentucky 41230

## **TAXES AND PERMITS**

Vendors must have on display at all times:  
Current Vendor License from Septemberfest Committee

The retail sale of merchandise may be subject to 6% Kentucky Sales Tax.

Please contact:

Division of Tax Administration

Sales and Use Tax Section

200 Fair Oaks

Frankfort, KY 4060

Phone (502) 564-5170 for information and assistance.

Representatives from the Revenue Cabinet may be present at the festival to issue vendor sales tax permits. All vendors are solely responsible for the tax status of their concessions.

## **HOUSEKEEPING**

The Lawrence County Septemberfest Committee prides itself in keeping a Clean and Safe environment for visitors to the festival. Festival Maintenance Staff works constantly throughout the festival to accomplish this goal. Vendors are asked to keep a Garbage Can of 33 gallon capacity or larger at your concession so patrons can properly dispose of trash.

It is the vendors responsibility to empty cans in provided dumpster located on the festival grounds however our staff may assist you if time permits. If you need assistance locating the closest dumpster please ask any of the festival staff. Once the festival is over we ask that your area be picked up and left in an acceptable condition to the festival staff. While we understand there will be some minor stains from soda spills , gum , small papers, etc. on the street, leaving product or trash behind will be considered for your acceptance in following years.

Vendors will be responsible to properly dispose of Used OIL and GREASE left over from deep fryers. This product CANNOT be emptied on the grass or street during or after the festival, nor can it be disposed of in the festival dumpsters unless it is specifically marked for that purpose. We are in the process of negotiating with an area restaurant where used oils can be disposed of properly for a small fee should you desire. Please ask any festival staff member if you need assistance.

## **LOGISTICS and SAFETY**

**Lawrence County Septemberfest, Inc.** will have a Certified Electrician on staff to assist vendors with electrical hookups that require direct entry into the service panel (220 amp). The festival electrician will have FULL authority over any decisions concerning electrical matters and vendors must remain compliant with his standards throughout the festival. Vendors will NOT have the right to remove panel covers or attempt to hook up directly to the panel at any time. Violation of this will be considered a safety risk for all must not be allowed at any time. If you have ANY electrical issues please seek advice from festival staff and the electrician will be contacted. Tents or tables will NOT be provided by the festival. Extension Cords, multi strips, water hoses, carts, etc. will NOT be provided by the festival. You must provide what it takes to reach the water and electrical supply. A FIRE LANE will be strictly enforced throughout the festival and this may have an impact on your placement in the street.

Any and all games and rides must be maintained and are expected to be in a safe presentable condition to our patrons. Rides must have inspection stickers from the appropriate agency in the state where they reside. **Lawrence County Septemberfest, Inc.** shall have the right to deny operation to any ride that the Board Chairman or Logistics Officer deems unsafe. The streets will be closed at 5pm on Thursday of the festival. Please be considerate of our downtown businesses by not arriving too early and parking in the street blocking customers. Remember they pay for the festival each year and must be granted the right to remain open all day Thursday if they choose. Most downtown businesses are closed on Friday with the exception of the bank's drive thru lanes, which will remain open.

## **PROHIBITED and FRANCHISED ITEMS**

The following items are prohibited from sale during the festival:

1. Any item bearing the Septemberfest Official Logo.

2. Any item bearing the names of any entertainers performing at the festival.
3. Alcohol, Tobacco or Firearms of any kind.
4. The sale or use of any Gambling devices.
5. The sale of any fireworks. Sparklers, poppers, etc.
6. The sale of spray paint for hair, silly string, makeup, etc.
7. Illegal drugs or drug paraphernalia.
8. Any items of a pornographic nature.
9. Any glass beverage containers.

## **CANCELLATIONS**

Cancellations may be made for emergency reasons until August 5<sup>th</sup>. You must request in writing or by email the reason for your cancellation and a formal request for a refund. Refunds will be prorated depending on the date of request as follows.

Request before July 1 = 100% refund. Request After July 1 but before August 5<sup>th</sup> = 50% Refund.

Any Request made after August 5<sup>th</sup> will only be refunded for emergency situations and must be approved by the Lawrence County Septemberfest, Inc. Board of Directors at a regular or special called meeting. Consideration may be given if said space can be rented to other vendors prior to the festival.

Questions or concerns about commercial or nonprofit food vendors may contact:

**Debbie Hanshaw Cordle**- [myagency@joeyounginsurance.com](mailto:myagency@joeyounginsurance.com) 606-638-9441

**Or**

**Harold Slone** [heslone2@icloud.com](mailto:heslone2@icloud.com) 606-624-7784

I have read and agree to abide by the regulations set forth by. **Failure to comply will result in a monetary fine of 50.00 per infraction and forfeiture of space.** Vendor shall indemnify and hold **Lawrence County Septemberfest, Inc.** Board of Directors, Volunteers, and Maintenance Staff, harmless from and against any and all liability claims, demands, costs, expense, loss and damage, including reasonable attorney fees, arising out of or in connection with any bodily injury, death, or loss/ damage to property which occurs in any connection regarding the festival.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

All conditions have been met and License to Operate has

\_\_\_\_\_  
Authorized Festival Representative

\_\_\_\_\_  
Date