

Union County Development Corporation
5 W. High St. Liberty, IN 47353

Liberty Festival Vendor Application July 3, 4 & 5, 2020

Business Name: _____

Type of Business & Items for Sale: _____

Business Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Alternate # _____

Email: _____

Do you have a specific booth request? Yes No

If yes, please specify: _____

Do you need electricity? Yes No

If yes, 110V or 220v

Booth Fees

\$ _____ for _____ Booth @ \$40.00 per booth for the entire weekend

Options

\$ _____ 110 V @ \$20 \$ _____ 220V @ \$40

\$ _____ Total Booth and Option fees

\$ _____ Total Enclosed: _____ Cash (pay at office)

_____ Check (payable to UC Development Corp.)

No refunds. No Transfer of Space.

For more information contact Melissa Browning: unioncodc@etczone.com

For Office Use Only:

Booth #: _____

Electricity _____

Payment Information:

Date: _____ Type: _____ Amt: _____

LIBERTY FESTIVAL

July 3rd thru July 5th, 2020

UNION COUNTY DEVELOPMENT CORPORATION
5 W. HIGH ST. LIBERTY, IN 47353
Melissa Browning, Executive Director
765-580-1988

LOCATION:

The Liberty Festival will be held on the courthouse square in the middle of beautiful, historic Liberty, Indiana located south of Richmond, Indiana on US 27.

FESTIVAL HOURS:

Friday, July 3, 2020; 9:00 a.m.-11:00pm
Saturday, July 4, 2020; 9:00 a.m.-11:00pm
Sunday, July 5, 2020; 9:00 a.m.- 4p.m.

BOOTH SPACE:

All booth sites are outdoors on grass areas measuring 15x15' (East side of Courthouse)
15x20' (West side of Courthouse)

Vendors must confine themselves, their wares, and equipment to their assigned space.
Booth displays must be constructed to withstand crowds and wind.

- A vendor is limited to two (2) booth spaces (where available).
- Demonstrations are encouraged but must be confined to the booth space.
- Booth assignments are at the sole discretion of the Festival Coordinators and are not transferable.
- Every effort will be made to honor specific location request, however, current vendors taking advantage of early bird registration are given first right-of-refusal on their current spaces.
- This is an **OUTDOOR** festival. Vendors must supply their own shelter, tables, chairs, displays, and any additional supplies needed for the sale of their products.
- **WE DO NOT PROVIDE CASH OR CHANGE DURING THE FESTIVAL.**

BOOTH FEES:

The regular booth fee is \$40.00 for the entire weekend

Refunds will not be issued for cancellations.

There will be **NO REFUNDS** in the event of inclement weather.

No spaces can be guaranteed reserved until fee is paid.

\$30 will be charged to you if your check is returned as insufficient.

ELECTRICITY:

Electricity is available to certain booth spaces for an additional fee. Vendors must provide their own 100ft extension cord. "Sharing of electricity & gas powered generators are strictly prohibited on festival grounds. The additional cost of the electricity is: \$20 for 110v and \$40 for 220v. Any 220v hookups will have to be reserved in advance. If you need wired direct you will be receiving an additional invoice from UCDC.

FOOD VENDORS:

You will need a temporary food service permit. Please call the Union County Health Dept. (765-458-5393) prior to the festival to get one. You will not be able to sell any food or drinks without this! Also if you are doing any deep frying, you are required to have a Class “K” fire extinguisher. This will be enforced!

SET-UP PROCEDURES:

Friday, July 3rd, 2020 beginning at 9:00 a.m., Booths need to be ready by 4pm
Vendors are required to visit the registration booth prior to set up. At that time you will receive an information packet and taken to your site.

TEAR DOWN PROCEDURES:

Sunday, July 5th, 2020, at 4:00 p.m.
Once your booth is completely broken down and ready to haul out, you should go to the registration booth to sign out. Nothing should be left on your site.

If you are interested in a booth space, please contact Melissa Browning at Unioncodc@etczone.com or Dawnn Ripberger at dripberger@etczone.com