

MONTROSS FALL FESTIVAL

October 5, 2024

MARKET VENDOR APPLICATION

CONTACT NAME _____

BUSINESS NAME _____

ADDRESS _____

EMAIL _____ **PHONE** _____

DESCRIPTION OF PRODUCT(S) _____

Artisan/Misc. Vendor - \$50.00 for 12' x 12'

Spaces Needed _____

Fee Enclosed \$ _____

Location: Area around Old Courthouse

**** Please see back of this form for information on eligible items****

**PLEASE MAKE SURE YOUR EXHIBIT WILL FIT IN THE SPACE REQUESTED
TENTS MUST BE WEIGHTED FOR SAFETY IN THE EVENT OF WIND GUSTS**

Return Application and fee by September 1, 2024 to:

Town of Montross

P.O. Box 126

Montross, VA 22520

ALL FEES ARE NON-REFUNDABLE

Please call the Town Hall at 804-493-9623 if you have questions and a member of our Fall Festival Committee will return your call.

SETUP: 8:00-9:30am

MAY NOT SET UP AFTER 9:30am AND MUST REMAIN SET UP UNTIL 4:00 pm

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Vendor Rules & Regulations and Release

- Vendors are responsible for all booth set-ups and take downs. In the event the Vendor's part of a display or product causes harm or damage to another due to negligence on his/her part, the Vendor will be responsible for those damages.
- All vendor tents **MUST** be securely weighted to prevent movement in the event of weather, i.e., wind, rain, etc.
- Vendors are responsible for the safety of all products being sold.
- Vendors must cooperate with the Festival Event Coordinators regarding the use of property, assigned spaces, etc.
- Vendors will park after unloading in the designated vendor parking area. Parking for Marketplace vendors will be in the parking area near St. James Episcopal Church. We request that you do not park behind Walgreens or block parking across from the fire house.
- The Vendor shall maintain his/her space, activities, and business practices in compliance with all applicable local, state, and federal laws and regulations.
- Applicant hereby releases, forever discharges, and holds harmless the Town of Montross, County of Westmoreland, Westmoreland County Museum, SKR Properties, Walgreens, and their respective officers, employees, volunteers, agents and consultants from any responsibility, personal liability, loss and/or damage in connection with this festival.
- Vendor fees are payable in advance to the Town of Montross. All fees are non-refundable and due no later than September 1, 2024.
- Please return signed forms with vendor fees to:

**Town of Montross
PO Box 126
Montross, VA 22520**

I have read and agree to the above terms:

Vendor Signature _____

Printed Name _____ **Date** _____