



29th Annual Harvest Festival Street Fair

2022 Expo Vendor Information

Friday, September 23, 2022: Noon - 7pm
Saturday, September 24, 2022: 10am - 7pm
Main St. Downtown Emmett



- **Applications and payments, paid in full, are due by Friday, August 19, 2022.**
- ALL applicants must provide a complete list of items that will be sold and this will be kept on file at our office. Once items are approved there can be no changes. Once accepted you will receive a contract to be signed and returned to Chamber Office. In the event you are not accepted to participate, a full refund will be issued.
- **NO REFUNDS will be given after you have been accepted no exceptions.**
- **Vendor must provide proof of general liability insurance.** Proof of insurance is required once a contract has been issued. Your certificate of liability must identify the **Emmett Harvest Festival/Gem County Chamber of Commerce** as certificate holder. We negotiated a discount with ACT Insurance for this event. If needed, please follow this link and use code: **gemcounty5** for \$5 off:

<https://app.actinsurance.com/events/2645>

- **Booth Guidelines:**
 - * All booths must have a canopy cover / pop-up tent. The booth must be weighted at each corner. You may use hay bales, bags/buckets of sand, cinder blocks, etc. **Vendors must clean up after themselves. Failure to do so will result in vendor receiving a clean-up charge.**
 - * Booth space is **10'wide X 10'deep**. Everything you bring must stay in your allotted space.
 - * Must have your booth manned at all times on Friday (12PM-7PM) and Saturday (10AM-7PM).
 - * **Due to noise concerns there will be no generators allowed.**

- **Booth Decorating Contest:**

- * Participate to win prizes! Pick your best Harvest Festival theme and decorate your area!
- * Prizes will be awarded to the best Harvest decorated booths (1st 2nd & 3rd Place)
- * Judging will take place the afternoon of Friday, September 24th.

- **Check In - Hours of Operation - Tear Down:**

- * Check in starts at 8:00am. Please come to Chamber booth when you arrive.
- * Setup begins 8:00am Friday, September 23, 2022 - Must be completed by 10:00am same day.
- * **Late arrivals after 10:00am WILL NOT be allowed to participate.**
- * Tear down 7:00pm on Saturday, September 24, 2022— and must be completed by 9:00pm.
- * **Hours of festival: Friday, 12 PM noon - 7:00PM & Saturday 10:00AM - 7:00PM.**

Fees:

Expo Vendors: \$80 (\$95 after August 19, 2022) - Number of Booths 10'w X10' _____

Non-Profit Booths: \$50 (\$65 after August 19, 2022) - Number of Booths 10'w X10' _____

PLEASE RETAIN THIS SHEET FOR YOUR RECORDS