



2023 Mountain Heritage Festival Guidelines

September 16, 2023

All Vendors (Craft & Food):

- **Booth Assignments are first come, first served.** We will reserve spaces based upon the postmark date. Advanced payment is required.
- Please make checks payable to **Alleghany County Chamber of Commerce**. Mail check, photos, the completed application and a stamped self-addressed envelope to:
 - **Alleghany County Chamber of Commerce P.O. Box 1237 Sparta, NC 28675**
- Notice of acceptance will be mailed within **4 weeks** of receipt of application
- Booth confirmation and setup instructions will be mailed out **one month** prior to September 16, 2023.
- **Deadline for postmark of applications is August 7th, 2023.**
- **Registration after August 7th, 2023 will require an additional \$25.00 late registration fee.**
- **Festival time runs from 10 AM until 4:30 PM.** We ask you **do not** leave before 4:30 PM.
- **Set up times are based on your location in the festival. You will receive details of this in your confirmation letter.**

Arts & Crafts Vendors- \$125

- Craft booth spaces are 10 ft by 10 ft wide. All vendors are required to bring a 10 ft by 10 ft tent for their booth space. The Chamber of Commerce **DOES NOT** provide one for you.
- **Craft vendors must submit photos of sale items** *even if you have been a vendor in the past*. The Festival Committee judges all entries. Fees will be refunded for applications that are not accepted.
- **Only handmade goods will be accepted.** Items made from kits will not be admitted. T-shirts and other resale items will not be admitted.
- **Please post an identification sign on your booth.**
- **Demonstrations of your craft are encouraged.**
- ***We do not have available electricity in the arts & crafts booth area.**

Food Vendors- \$125

- Food booths spaces are 10 ft deep by 15 ft wide
- **Additional \$15 charge for electricity**
- **Food vendors are subject to NC inspection requirements and \$75 fee payment to local Health Department.** As of September 1, 2012, the state law mandates that all food vendors must have their applications in to the Health Department 15 days prior to the event.
- **A menu sign including prices must be clearly posted**
- **Limited 120 and 240 electrical hook-ups are available for an additional charge.** We have only two 50-amp outlets.
- **Bring long extension cords. Outlets are not always next to your booth.**

Application

Return this completed form to the Alleghany Chamber of Commerce. Booth assignments are first come, first served. Keep a copy of this form for your records.

Booth Space: _____ **Amount Due**

____ Craft Vendor Space: \$125 per space

__1__ Self-Addressed Stamped Envelope

__1__ Photograph(s) of arts & crafts items or food booth

____ Food Vendor Space: \$125 per space

____ Food Court Electricity: \$15 per space

Voltage Required (120 or 240) _____

Food vendors: A recent NC law made festival FOOD VENDORS SUBJECT TO INSPECTION by local Health Departments. Please read over the Food Vendor Section in the Guidelines.

Contact Name: _____ Email Address: _____

Company Name: _____ Telephone: _____

Mailing Address: _____

Description of Arts & Crafts or Food

Menu: _____

PLEASE READ: This event occurs rain or shine. The festival sponsor cannot make refunds in case of rain OR be responsible for accidents, damages, or other loss incurred by vendors. Compliance with applicable state or federal laws (e.g. collection of sales tax) is the responsibility of the vendor. For the health and well-being of our attendees, food vendors are expected to provide a quality product, be in compliance with NC Health Department regulations, and maintain their booths in a clean, safe condition at all times. Food Vendors are fully responsible for the safety of food products they sell. Submission of application is an implied agreement to abide by the rules set forth herein.

Signature: _____ **Date:** _____

