

# **PODUNK BLUEGRASS FESTIVAL**

## **IMPORTANT PODUNK INFORMATION AND REQUIREMENTS**

To ensure a SAFE and SUCCESSFUL PODUNK, please abide by these important guidelines. The PODUNK Committee looks forward to you joining them and Thank you in advance for your help in understanding and cooperation.

### **LOCATION**

Goshen Fairgrounds. 116 Old Middle Turnpike, Goshen CT.

### **SET UP TIME**

Set up time is as follows: Set-up may take place on Tuesday or Wednesday, or Thursday. **Food Vendors** must be set up by 1:00 pm Wednesday for Health Department inspection. Your booth must be set-up at minimum from Thursday through Sunday. **FOOD VENDORS:** During all show hours. **NON-FOOD VENDORS:** Minimum Thursday 5-9 pm, Friday and Saturday 12-9 pm, and Sunday 10 am-1 pm. Failure to be set-up by this time or stay until the end of the festival means you will not be invited back and/or all deposits will be forfeited.

**NOTE:** Once you have secured your vendor space, there will be no vehicle traffic. Plan accordingly for supplies..

### **VENDOR SPACE**

See application for specifications. Tables, chairs, booths, or tents will **NOT** be provided YOU MUST PROVIDE YOUR OWN.

### **VENDOR FEE**

Crafters: 80% of products sold must be made by vendor. The non-refundable rental fee is \$100.00 per space.

Merchandise Vendors: The non-refundable rental fee is \$150.00 per space.

Commercial Vendors/Demonstrators: The non-refundable rental fee is \$300.00 per space.

Food Vendors: \$200 application fee credited toward 20% of gross proceeds. See food vendor application for details.

**There is an additional fee for vendors wishing to use electricity see applications for details. The fee for electricity should be included with the appropriate rental fee. No generators allowed.**

All vendors must submit the full rental fee, and completed application to reserve space(s). Please make checks payable to: Podunk Bluegrass Festival.

All vendors must comply fully with cleanup requirements – no disposal of debris in any storm drains, place trash in trash receptacles, and leave area as found, after the festival.

### **Tenting:**

All tents over 10'x10' must be Fire retardant.

**Generators:** Use of generators is not allowed.

### **SECURITY**

Although there will be security throughout the Festival sites, Goshen Agricultural Society, Town of Goshen, and Podunk Bluegrass Music Festival, Inc. assumes NO responsibility for security of your area, equipment, goods, or any revenues before, during, or after this event.

### **WEATHER**

PODUNK will take place RAIN or SHINE.

### **UNALLOWABLE SALES ITEMS**

Prohibited items include but are not limited to: Items which involve the firing or jettison of water, chemicals, projectiles of any type, Silly String, Sparklers, poppers, alcohol, and other such commodities deemed objectionable by the Podunk Committee.

### **ITEMS**

Items listed on your application upon approval will be the only items allowed for sale at the festival. Please be as specific and descriptive as possible when listing items. We try to eliminate having vendors selling similar products or foods.

**CERTIFICATE OF INSURANCE MUST BE RECEIVED BY JULY FIRST.** The insurance must name the following as additionally insured: "The Podunk Bluegrass Music Festival, Inc., Town of Goshen, and The Goshen Agricultural Society, and The Town Of Goshen". Minimum coverage of \$1,000,000 (One Million).