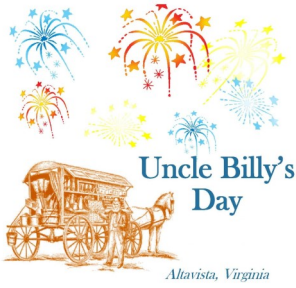


2017 UNCLE BILLY'S DAY FESTIVAL



**June 2nd 4-11 PM
June 3rd 9AM-11PM
ENGLISH PARK, ALTAVISTA, VIRGINIA
PHONE 434-369-6665**

FOOD VENDOR APPLICATION

Please Print Clearly & Return to the Address Shown Below

www.unclebillysdayfestival.com

Due to limited space, vendors will be selected based upon compatibility with the Festival.

The Food Vendor rental fee is \$400.00 per space. Early application deadline is April 3, 2017. Rental fee increases after April 3, 2017, if available. Selected Food Vendors will be notified upon acceptance. A \$35 fee will be charged on any returned checks.

Vendor Regulations:

- * No pets.
- * Strict adherence to set-up time between 9am & 1 p.m. Friday and exit time Saturday midnight (after crowd clears).
- * The Campbell County Health Department (434-332-9500 ext. 112) requires a copy of your Virginia Health Permit, or application for your temporary permit NO LATER THAN four weeks prior to the Festival (May 5, 2017).
- * Attach a copy of your food menu and pricing. (You will not be accepted without this information.)
- * Pricing MUST be clearly POSTED on concession stand AT ALL TIMES during the event!
- * Do you need electrical hook-up: Yes _____ No _____ (Standard 220 available)
- * Portable generators MUST be whisper quiet.
- * Please list the length X width of your set up: _____ X _____ (include trailer hitches, etc.)

You may not exceed the size you provide on your original application.

- * **Include 4 pictures of your set up... REQUIRED FOR ACCEPTANCE!**

Company Name: _____

Contact Person's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Amount Enclosed: _____ (TO USE YOUR CREDIT CARD, PLEASE CALL OUR OFFICE AT 434-369-6665)

Have you previously participated in the Uncle Billy's Day Festival? YES _____ NO _____

List the name(s) you have attended under in prior UBD Festivals: _____

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2017 Agreement and Waiver

Please read the following statements carefully. To participate in the 68th annual Uncle Billy's Day Festival, you must sign and return this agreement with your application. Please initial each item.

- I understand and comply with the Uncle Billy's Day Festival Guidelines and Rules included in this application. Initial: _____
- I do hereby waive the Altavista Area Chamber of Commerce & the Town of Altavista, their officers, agents assigns, council members, board members, employees, committee members, volunteers, sponsors, and fellow participants from any liability due to personal injury, loss or damage to any property that may occur during the Uncle Billy's Day Festival. Initial: _____
- I agree to allow the Uncle Billy's Day Festival, the Altavista Area Chamber of Commerce and the Town of Altavista full use of images and other promotional materials (photographs, video tape, audio tape) taken during the Festival for purposes of promoting the Festival this year, and in future years. Initial: _____
- Vender also understands and agrees that, due to limited space, all space rental fees are **NONREFUNDABLE**. Initial: _____
- Vendors may not enter and set up in the park prior to 9am, Friday, June 2, 2017. Early setup may result in dismissal without refund. Initial: _____
- **Vendor understands that vehicles cannot be moved to or from vending area during festival operating hours to protect pedestrians.** Initial: _____

Signature

Date

Before mailing, be sure to include the following:

1. **Completed 2017 Application with signed Agreement & Waiver**
2. **Application Fee (checks payable to Altavista Chamber)**
3. **Representation of work/items sold, menu, pricing AND display.**

Mail to: Altavista Chamber
Attn: UBD Committee
P.O. Box 606
Altavista, VA 24517

Acceptance: Food Vendors will be notified upon acceptance and payment (check or credit card) will be processed at that time. You will receive a festival packet in April.

Brought to you by the Altavista Area Chamber of Commerce:
P.O. Box 606 - 414 Washington Street - Altavista, Virginia 24517
434.369.6665 | Chamber Hours: Monday - Friday 9:00 a.m. - 4:00 p.m.
info@altavistachamber.com

Office Use Only:

Date Received: _____ By: _____ Amount enclosed: _____

Check #: _____ Cash: _____ Credit: _____

Accepted: _____ Returned: _____ Initials: _____ Date: _____ Packet mailed: _____

2017 UNCLE BILLY'S DAY FESTIVAL

Uncle Billy's Day Festival General Guidelines and Rules of Participation

Please retain this information for your future use and only return the signed application.

Attention Vendors:

The Uncle Billy's Day Festival Committee cordially invites you to participate in the 68th annual UBD Festival to be held June 2-3, 2017 in Altavista, VA. Each year, the festival strives to become better and attract more and more visitors. We hope you will join us for this years' festival. Below are the general guidelines and rules for participation. **Please read carefully.**

Application Deadline: May 5, 2017

Participation:

Full menu and pricing must be submitted with your application. Pricing must clearly posted at all times during the festival. Your menu and pricing will be posted on an information board for festival goers to review. Your website, photos showing a sample of your food and a photo of your set up must be provided for consideration. Full disclosure of all participating businesses you have accompanied to the UBD festival required. If this information is NOT provided with your application, your application and fee will be returned. Providing false information, adding menu items without prior approval and exceeding your length x width will result in dismissal from the festival without refund.

Banned items:

- Items with profanity/pornography
- Alcohol and Drugs
- Cotton Candy & Candy Apples
- Any items NOT listed on your approved menu

Where:

English Park
Altavista, VA

When:

| | | |
|------------------------|------------|---------------|
| Friday, June 2, 2017 | 4 PM—11 PM | Rain Or Shine |
| Saturday, June 3, 2017 | 9 AM—11 PM | Rain Or Shine |

Cost per Space:

- \$400

Electricity:

Standard 220 available to all food vendors. Please bring drop cords, adapters, etc.

Water:

Standard water spigot available. Please bring water hose.

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Space:

- Vendors provide their own tables, chairs, tents, display equipment and anything else needed throughout the festival.
- Bring everything you need WITH YOU! **You will not be allowed to drive in and out of the vendor area during festival hours! NO EXCEPTIONS!** This is a hazard to our attendees and will be strictly enforced.
- Spaces will be marked just prior to the festival. You will receive your space number when you arrive and check-in on Friday, June 2nd.
- Vendors are responsible to keep their area free of trash and debris during the festival. Vendor is responsible to leave their area clean and undamaged when leaving the festival.
- Vendor is responsible to properly dispose of any and all grease used. Grease may not be emptied in trash cans or storm drains, doing so is grounds for dismissal from the festival without refund.
- Each unit is required to house a functioning fire extinguisher .

Set up:

Set up is from 9 AM - 1 PM. All food vendors must be in place, set up, ready for service by 3 PM. The Health Department will have completed all inspections by 4 PM. Make sure you have everything properly set up for service before inspection begins to expedite your inspection.

Parking:

You will receive (1) parking pass to be kept on your mobile unit and (1) parking pass to keep on your vehicle. The passes must be kept on your vehicles during the event. This pass does NOT grant you entry into the festival DURING operating hours NOR give you permission to park in the handicapped lot.

The UBD Festival and it's partners cannot and will not assume any responsibility for any lost, stolen, damaged, destroyed equipment, material or supplies attended or unattended at the festival.

Failure to comply with any of the general guidelines may result in the vendor being asked to leave and no refunds will be given. State and local law enforcement have ground to ask you to leave at their discretion.

If you have any questions, feel free to call the Altavista Chamber at 434.369.6665.

In case you need anything during the festival, please call:

Heather Reynolds 434.258.5671.