

## 2018 Eldon Turkey Festival EXHIBITOR GUIDELINES

**\*\* No Refunds \*\***

1. **The Eldon Chamber of Commerce holds the exclusive right to sales of turkey food products during the festival.**
2. TOYS, NOVELTIES & GENERAL MERCHANDISE PLEASE NOTE: **ALL KNIVES, FIREARMS, SILLY STRING, ITCH POWDER, STINK BOMBS, F-16 POP PACKETS, MARSHMALLOW GUNS, POTATO GUNS, IMITATION CIGARETTES, AND ANY OTHER PROJECTILE ARE STRICTLY FORBIDDEN. TOY SALES WILL BE MONITORED. YOU WILL BE ASKED TO CEASE SALES OF ITEMS WHOSE USE IS OFFENSIVE TO VISITORS, OTHER VENDORS OR MERCHANTS.**
3. **A complete description of booth activities and/or sales must be included on the application form. Games or activities involving the use of darts, BB guns, baseballs or other projectiles are prohibited.**
4. Eldon business owners have first right of refusal to reserve the exhibit space in front of their business until January 1, 2018. 2017 vendors will have the first right of refusal on their exhibit space in 2017 between January 2, 2018-April 1, 2018.
5. CHECK-IN. All exhibitors will be in place and ready for business by 8:30 a.m.
6. All booth spaces are 12' x 10' on the street only. No use of sidewalks allowed. You will be expected to stay within your space and not overflow into another. No flyers or other marketing materials may be distributed outside of booth space. Spaces will be marked, if any problems arise please locate one of the Turkey Festival Officials.
7. All trailers being used as booths should be in place by 5:30 a.m. Saturday morning. They may be set up between the hours of 6:00 p.m. Friday and 5:30 a.m. Saturday. Vendors are responsible for their own security.
8. No vehicles are allowed in the market area from 7:30 a.m. and 4:00 p.m. No type of self-propelled vehicles will be allowed within the festival area after 9:00 a.m. or before 4:00 p.m. on festival day. Includes golf carts, four wheelers, motorcycles, etc. except for official personnel and motorized scooters or wheelchairs needed by handicapped festival attendees. No skates, bicycles or skateboards will be allowed on the festival streets or sidewalks.
9. **NO** booths are to be removed before 4:00 p.m. **ALL** booths must pack up, clean up and clear the street by 5:00 p.m. Sub-leasing of booth space is prohibited.
10. **REGARDING ELECTRICITY:** Vendors will be able to request electricity on **first come, first serve basis**, due to the limited number of electrical outlets. **No** extension cords provided. No cords or hoses may cross streets or sidewalks.
11. **REGARDING WATER:** Vendors will be able to access water with their own bucket from a water spigot provided by the City. There will be **NO** hoses run from the spigot.
12. A chain must secure helium tanks.
13. Vendors will prepare waste items for pick-up during the day. Boxes should be broken down and stacked. Other waste should be bagged appropriately. All vendors are responsible for disposition of trash generated at the end of the day. **ALL TRASH** must be removed entirely before leaving for the day. Vendors not adhering to guidelines will not be invited to participate in next year's festival.
14. Vendor booths should be staffed appropriately for the volume of business expected.
15. Exhibitors are responsible for their own tables and chairs.
16. The Eldon Chamber of Commerce reserves the right to refuse any application.
17. We suggest Food Vendors have liability insurance and food permit. Bake Sales **ARE** subject to inspection by the Health Department.
18. Pets will not be admitted to this year's festival unless they are registered service animals. This is both a safety measure for those attending and a kindness to the animal.
19. All sales tax submission is the responsibility of the vendor.
20. **GENERATORS MAY BE ALLOWED on a case by case basis. Please call Chamber office to discuss.**

### **FOOD VENDORS REQUIRING 220V SERVICE:**

You must have a 3-wire, 30 AMP, 220V, "Crows Foot" configuration plug in. **NO OTHER CONFIGURATION IS AVAILABLE FOR YOUR HOOKUP.** No cords may be run across the street.

**FOOD VENDORS FIRE SAFETY: Eldon's Codes Enforcement Department advises us food vendors with grills or fryers must have on hand a class ABC 15 Fire Extinguisher. There will be inspections throughout the day.**