



P.O. Box 322  
Roann, IN 46974  
765-833-2466  
www.roanncoveredbridgefestival.com

Sponsored by Roann Covered Bridge Lions Club, Inc.

### Concessions

The Roann Covered Bridge Festival will be held on September 8, 9, 10, 11, 2011.

#### **Please carefully read the following:**

Set-up for all concessions will begin after 12:00 noon on Wednesday, September 8, and be completed before 9:00 pm the same day. The festival will begin at 5:00 pm on Thursday and other vendors will be setting up Thursday morning and early afternoon. This gives us time to correct any problems which may arise prior to the beginning of the festival. If this is not satisfactory, please indicate on your application form. You must be open and selling during festival hours.

Festival times are:	Thursday	5:00 pm—10:00 pm
	Friday	5:00 pm—11:00 pm
	Saturday	9:00 am—11:00 pm
	Sunday	Noon—4:00 pm

The **Indiana State Fire Marshall** **REQUIRES** that you use a **LARGE BLACK TYPE SO OR SE ELECTRIC CABLE**. Please make sure that you use only the electrical cable mentioned due to foot and vehicle traffic.

The space fee for our 4-day event is \$200.00 for the first 10 feet and \$50 for each additional 10 feet of space. There will be a \$20 utility fee due the same time. This is due in the following increments; please make checks payable to Roann Festival Fund:

\$100.00 deposit must be received by June 7, 2010. This deposit reserves a space at the festival. **This is non-refundable.**

The balance must be received by July 30, 2010.

Wabash County Health Department Permit information is enclosed and must be filled out and returned to the Wabash County Health Department at least 10 days prior to the Roann Covered Bridge Festival. Call the Wabash County Health Department with any questions regarding the permit.

You will be contacted by telephone or mail by August 2nd if your application is denied due to more concessions than space allows.

**There will be no one-day “pull-ins or pull-outs”. No early tear-downs will be allowed and early tear-downs will not be invited to participate in the future. Please see extended note on this at the bottom of page 2.**

**No raffles may be held without prior approval of the Roann Covered Bridge Festival Chairperson. 50% of proceeds from raffles must be donated to the Roann Covered Bridge Festival.**

Our festival is very proud of our “down-home, friendly” atmosphere. We take pride in our town and our festival and ask that your behavior be becoming to you and to us. If you have any questions or need additional information, feel free to contact us. We’re anxious to see old friends and hope to make new ones again this year. “You’ll only be a stranger once!”

Contacts:

For Vendor / Concessions **Logistics** — Beckie Elliot, [belliot@centurylink.net](mailto:belliot@centurylink.net)  
Donna Harman, [donnagto@yahoo.com](mailto:donnagto@yahoo.com) (info)

For information / questions re: **payment** — Marsha Haffner, [mahaffner@hotmail.com](mailto:mahaffner@hotmail.com), 765.833.2097



# ROANN

## COVERED BRIDGE FESTIVAL

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### CONCESSIONS APPLICATION

The Roann Covered Bridge Festival will be held on September 8, 9, 10, 11, 2011.

**Please return with deposit by July 30, 2010:**

Business Name \_\_\_\_\_ Phone \_\_\_\_\_

Contact Person \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Address \_\_\_\_\_ E-Mail Address \_\_\_\_\_

\_\_\_\_\_ Website \_\_\_\_\_

\_\_\_\_\_

Description of product(s) sold:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Amount of space requested: \_\_\_\_\_ feet (10' increments only; minimum 10')

Length of camper or trailer including tongue with all serving windows open \_\_\_\_\_

Approximate arrival time on Wednesday, Sept. 8 \_\_\_\_\_

Electricity needed: \_\_\_\_\_not needed \_\_\_\_\_ 110 AMPS \_\_\_\_\_ 220 AMPS

Is water hookup needed: \_\_\_\_\_ yes \_\_\_\_\_no

Any additional information you feel we should know to better accommodate you

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*Please take note and read this!!! This is going to go into effect for the 2010 festival\*\*\*\*\*

Starting with the 2010 festival it is expected that you will be here and open to the public at the agreed times that are posted above. Following the hours that are stated above must be done and there will be no opening late on any day or closing early on any day. Also, there will be no setting up late or early pull outs. We understand that things do come up at the last minute but unless prior arrangements have been made there will now be a fee charged to you the vendor if you do not follow these rules. The first time that one of these rules are not followed you will be charged \$25.00. The second offense will be \$50.00 and the third will be \$75.00. If this becomes a problem and you continue to do this you will not be asked to return the following year.



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I agree that the Roann Covered Bridge Lions Club and/or Festival Directors will not be liable for loss, damage, or injury to myself, my workers, and any or all helpers or to my property during the Roann Covered Bridge Festival. I release the Roann Covered Bridge Lions Club and/or Festival Directors from any and all liability arising out of said Festival. Also, I have read the attached letter and am aware of the regulations and information contained in it.

SIGNED \_\_\_\_\_

DATED \_\_\_\_\_

RETURN THIS FORM AND PAYMENTS TO:

Roann Covered Bridge Festival  
PO Box 322  
Roann, IN 46974