



Festival Dates - September 6-9, 2018

Sponsored by the Roann Covered Bridge Lions Club, Inc.  
[www.RoannCoveredBridgeFestival.com](http://www.RoannCoveredBridgeFestival.com)

**Vendor Rules for the Roann Festival**  
**Festival Dates: September 6, 7, 8 and 9, 2018 (Thurs.-Sun. after Labor Day)**

**Please review information below**

The fee 10 foot space for our 4-day event is \$60 for the first 10 feet and \$25 for each additional 5 feet of space. This fee includes electricity. Checks are payable to: Roann Covered Bridge Festival.

> At least a \$30.00 deposit must be received by **July 1, 2018**. The deposit will reserve a space at the festival and is **non-refundable unless in an emergency situation**.

\*You may make a deposit before you leave this year to secure your space for the 2019 Roann Festival.

> **The balance is due on or before July 31, 2018**. Space cannot be held without FULL payment by this date. We will be “enforcing” this rule so we don’t have to collect unpaid balances during the festival as in years past .

**Any vendor requiring a health permit is considered a concession and should request a Concession Application.**

You may set up between 7:00 A.M. and 3:00 P.M. on Thursday, September 6, and be ready to sell by 5:00 P.M. No set-ups allowed after 3:00 P.M. on Thursday. Some festival visitors have requested vendors to open earlier on Friday. You may do so if you'd like. **YOU MUST BE OPEN AND SELLING DURING FESTIVAL HOURS.** (\*Please read \* note below)

<b><u>Festival Hours:</u></b>	Thursday	5:00 p.m. - 10:00 p.m.	
	Friday	5:00 p.m. - 11:00 p.m.	*(If sales are low Friday & Saturday nights <u>vendors only</u> may close
	Saturday	11:00 am – 11:00 p.m.	at 10:00p.m. It's your choice to stay open until 11:00.)
	Sunday	Noon - 4:00 p.m.	

**Additional Rules:**

1. The Indiana State Fire Marshal **REQUIRES** that you use a LARGE BLACK TYPE SO OR SE ELECTRIC CABLE due to foot and vehicle traffic. **Bring long cords!!!**
2. There will be NO one-day “pull-ins” or pull-outs”. NO early tear-downs. You may not begin to tear down until 4:00 on Sunday afternoon. Anyone tearing down early must contact a festival committee person.
3. No raffles will be allowed at vendor booths.
4. Use of the words “Roann Covered Bridge Festival” and/or “You’ll Only Be a Stranger Once” on your products, whether homemade or manufactured, is strictly prohibited. Any such products will become the property of the festival.
5. **NO knives with metal blades (except for kitchen utensils), swords, or guns of any kind will be allowed. Also NO profanity on wearing attire, shirts, hats etc. will be allowed. We have the right to ask you to pull them from your sales. And no printed clothing attire etc. or anything referring to drugs.**
6. No food or drinks may be sold at your booth, including bottled water.
7. We do not allow stakes to be driven into the pavement.
8. **No pets please.**
9. Your display cannot extend out to the middle of the street/pedestrian walk way.

*If you have any questions or need additional information, feel free to contact us. We hope you will come back as a vendor next year. Contact us at Roann Covered Bridge Festival web site: [Vendors@RoannCoveredBridgeFestival.com](mailto:Vendors@RoannCoveredBridgeFestival.com)*

For questions re: Payment – Call festival office @ 765-833-2136 and leave a message. We will return your message when we check the answering machine. Thanks

