



*Fantastic Family Fun!*

**MAY 16 , 2020**

Dear Festival Vendors:

You are invited to participate in the 14th Annual Adel Daylily Festival on Saturday, May 16th. This event is sponsored by the Adel-Cook County Chamber of Commerce and our community partners.

Registration is simple! Fill out the attached form and return it, along with your payment, to the address listed below. **Your cancelled check or other form of payment will serve as confirmation of your acceptance into the festival.** Your application is a commitment to participate in the Adel Daylily Festival. Cancellations made before April 30th will receive a 50% refund. No refunds will be made after May 1st. No refunds will be issued due to inclement weather as the festival is held rain or shine.

For returning 2019 vendors who wish to secure the same booth space as last year, application and payment must be received by March 1, 2020 to confirm previous location number. All other vendors are accepted and placed on a "First Come, First Served" until all spaces are taken.

Each year, the Adel Daylily Festival attracts thousands of visitors and nearly 100 vendors, so space and access to electricity is limited to only a certain number of vendors. As a result, the number and types of food vendors will be carefully selected, so please return your application promptly including a complete menu. Pictures of all vending set-ups, including commercial, food, and non-profit, should be included with your application.

Do not miss this opportunity to be a part of Cook County's 14th Annual Adel Daylily Festival!

Sincerely,

*Heather Green*

Heather Green  
President/CEO



100 S. Hutchinson Avenue • Adel, GA • 31620  
Phone: (229) 896-2281 • Fax: (229) 896-8201  
[cookcochamber@windstream.net](mailto:cookcochamber@windstream.net)



**Official Use Only:**

Application Received: \_\_\_\_\_

Vendor Fee Received: \_\_\_\_\_

Application Accepted: \_\_\_\_\_

Proof of Insurance: \_\_\_\_\_

**Saturday, May 16, 2020 Adel Daylily Festival from 9:00 a.m. to 3:00 p.m.**

*Festival located on Burwell Avenue between 4th & 6th Streets in Adel GA at "The Depot"*

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Returning Vendor: \_\_ YES \_\_ NO

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: Day: \_\_\_\_\_ Evening: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Returning 2019 Vendors Only: \_\_\_\_\_ Same Location

Deadline to secure same location is **MARCH 1st**

**Type of Entry** (See Vendor Guidelines on Back)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> <b>Commercial Vendor</b><br>(Arts & Crafts, Daylilies & plants,<br>Canned or Packaged "take home" food items, etc.) | <input type="checkbox"/> <b>Food Vendor</b><br>(Provide complete menu)<br><b>*Only Category that may sell Food<br/>for consumption at the festival</b> | <input type="checkbox"/> <b>Non-Profit Organization</b><br>(School/Civic Groups/Churches) |
|--|--|---|

Brief description of booth and merchandise (include photos of previous festival setups)

\_\_\_\_\_  
\_\_\_\_\_

**Payment**

Please check the one that applies to you.

**Commercial:**

- |   |   |
|---|---|
| <input type="checkbox"/> \$95.00 No Electricity | <input type="checkbox"/> \$65.00 No Electricity |
| <input type="checkbox"/> \$125.00 Electricity*  | <input type="checkbox"/> \$95.00 Electricity*   |

**Non-Profit:**

- |  |  |
|--|--|
| <input type="checkbox"/> \$135.00 No Electricity | <input type="checkbox"/> \$165.00 Electricity* |
|--|--|

**Food Vendors:**

LIMITED spaces available for electricity rated at 110v/15-20 amps.  
\*Generators are welcome except near the stage.

**\*\*Application Deadline: May 5, 2020\*\***

Please Make Checks and Money Orders Payable To:  
**Adel-Cook County Chamber of Commerce**

Mail To:  
**Adel-Cook County Chamber of Commerce  
100 South Hutchinson Avenue  
Adel, Georgia 31620**

**Debit/Credit Cards and Cash are also accepted!**  
**Contact 229-896-2281 to pay by phone**

# Vendor Guidelines

1. Exhibitors may only sell items from the category they have specified. In other words, you may not sell food in a commercial craft booth or a non-profit booth, unless it is pre-cooked or packaged (examples: cookies, cakes, jellies). The only way to cook and sell food at the festival is to register as a "Food Vendor" and pay the "Food Vendor" fees.
2. The Festival Coordinator reserves the right to assign booth space and location, no exceptions.
3. Vendors are responsible for the security of their display.
4. The "leave it as you found it" rule prevails. Each vendor is responsible for disposing of all trash generated in your booth area at designated areas. Food Vendors are not to dispose of grease in trash cans, storm sewers or on the grass. Improper disposal of grease will result in a fine being levied against you and exclusion from future festivals. Please bring something with you to dispose of the grease.
5. Food Vendors will display a menu with prices and will sell ONLY those items listed in their signed application.
6. Set up and take down is the responsibility of the vendor. Set up times are as follows: Friday 3:00 pm to 6:00 pm and Saturday 6:00 am to 8:30 am. You may **not** set up prior to 3:00pm on Friday or **after** 8:30 am on Saturday. Vendors may drive their vehicle to unload items but must be in the parking areas before 8:30 a.m. Saturday Morning. (No Exceptions). All Vendors must remain on site and participating until 3:00 p.m. No early take down is permitted. Vehicles are not allowed back into the festival area (Burwell Avenue & Depot) until 3:15 p.m. Take down is to be completed by 6:00 p.m. Saturday.
7. Concession trailers may be delivered and parked in designated areas the day before the festival beginning at 3:00 p.m. (no early arrivals) and secured at your own risk .
8. Each exhibitor is responsible for collecting a 8% sales tax and sending it to the state at the conclusion of the show.
9. No pets are in vending areas.
10. It is the responsibility of the exhibitor to have an acceptable liability insurance necessary for the type of participation they are expecting. A copy of the insurance is due when the application is turned in. (This only applies to vendors whose booth has moving parts that involve the public, such as a mechanical ride of any type.)
11. Cancellations will not be accepted unless approved by the Program Coordinator prior to deadline.

Thank you for your participation in the 14<sup>th</sup> Annual Adel Daylily Festival presented by the Adel-Cook County Chamber of Commerce. Please sign below that you agree to abide by the guidelines above and will work to provide a fun, family festival for the participants. The Adel-Cook County Chamber of Commerce, its committees, and workers will not be responsible for any injury, illness or loss that may arise or come to the exhibitor, or his/her goods, while on festival grounds for the duration of the set up and festival hours and take down.

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please make copy for your records**