



Fantastic Family Fun!
MAY 18 & 19 , 2018

Dear Festival Vendors:

You are invited to participate in the 12th Annual Adel Daylily Festival on Friday and Saturday, May 18 and 19, 2018. This event is sponsored by the Adel-Cook County Chamber of Commerce.

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 after April 20, 2018 will receive a 75% refund, and after May 4, 2018, a 50% refund. No refunds will be made after May 10, 2018. No refunds will be issued due to inclement weather. Approved applications are “First Come, First Served” until all spaces are taken. Vendors who return year after year will be given extra consideration.

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 11th 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

Vendor Guidelines

Save this copy for your records.

(Fill out and return the attached application form.)

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. 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. 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. Food Vendors are also responsible for securing a permit from the Health Department allowing them to sell food items. The contact number is 229-896-8297.
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 5:00 am to 7:00 am. You may **not** set up prior to 3:00pm on Friday or **after** 7:00 am on Saturday. Vendors may drive their vehicle to unload items but must be in the parking areas before 7:00 a.m. Saturday Morning. (No Exceptions). All Vendors must remain on site and participating until 4:00 p.m. No early take down is permitted. Vehicles are not allowed back into the festival area until 4:30 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 and secured at your own risk .
8. Each exhibitor is responsible for collecting a 7% sales tax and sending it to the state at the conclusion of the show.
9. Pets are welcome in your vending area, provided the area is kept clean. All pets are to be secured on a leash or confined to a crate or pen. Pets must be tame and not prone to bite, scratch, or in any way threaten the general public.
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.

Thank you for your participation in the 12th 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.

Save this form for your records.

Make sure both sides of the application form have been filled out.



Official Use Only:

Application Received: _____

Vendor Fee Received: _____

Application Accepted: _____

Proof of Insurance: _____

Friday, May 18, 2018 Adel Daylily Festival Street Stomp showcasing local “String Theory” musicians, 7 p.m. to 9 p.m.

Saturday, May 19, 2018 Adel Daylily Festival from 8:00 a.m. to 4:00 p.m.

Festival located on Burwell Avenue between 4th & 6th Streets in Adel GA

Business Name: _____

Contact Name: _____ Returning Vendor: __ YES __ NO

Address: _____

City, State, Zip: _____

Phone Number: Day: _____ Evening: _____

E-mail Address: _____ Returning 2017 Vendors Only: _____ Same Location

Type of Entry (See Vendor Guidelines on Back)

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

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

Booth Size is approximately 20 ft. long and 12 feet deep

SIGN OTHER SIDE

Payment

Please check the one that applies to you.

Commercial: (Sat)

Non-Profit: (Sat)

- | | |
|---|---|
| <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* |

Food Vendors:

- \$135.00 Fri. & Sat. (add \$30 /electricity*)

(All vendors may set up Friday night or Saturday morning)

Available electricity rated at 110v/15-20 amps.

*Generators are welcome except near the stage.

Now Accepting Debit/Credit Cards!

(5% surcharge will be added) **Cash, Checks, or Money Orders also accepted!**

****Application Deadline: May 1, 2018****

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

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



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Sign: _____

Print Name: _____

Date: _____