

# **Arcadia Valley Mountain Music Festival**

## **Vendor Policies and Procedures**

**Space Sizes:** Spaces will be 12' x 12' or **15' x 16' (Premier Vendors)** for the event. You must indicate how many spaces are needed on your registration form.

**Taxes:** Each vendor is responsible for determining their liability for collecting and remitting any sales tax that may be collected/required by law.

**Security Policy:** The Mountain Music Festival Committee, County of Iron or the City of Ironton shall not be held liable for any property loss or damage, nor any merchandise damage or theft. No bullhorns, music or loudspeakers may be used without permission prior to the event.

**Space Assignments:** The application and its acceptance constitute a contract to use an outdoor space. The committee reserves the right to reassign or change a space if necessary. Spaces are not transferable by vendors. **First come, first served.** Special needs/handicapped access will be given special consideration.

**Closing Time:** Vendors will be permitted to keep their shops open until 8:00 p.m. on Friday and Saturday, and until 6:00 p.m. on Sunday. All vendors are responsible for bringing additional lighting if desired. Please note that electricity is only available to those vendors who have signed up for electric connections.

**Loading/Unloading: Absolutely NO VEHICLES are allowed on the lawn of the Courthouse!** Vendors may use the street and back up to the sidewalk surrounding the Courthouse for loading and unloading. **You must be well out of the vendor/festival area PRIOR to the time indicated for unloading.** Hours for unloading/loading are as follows for the dates of **May 17-19, 2019.**

**Friday:** 3:00 - 7:00 p.m.                      **Saturday:** 7:00 - 9:00 a.m.                      **Sunday:** After 6:00 p.m.

***After vehicles have been unloaded, they must be moved off of the loading/unloading area on the street where food vendors are parked (this includes food vendor vehicles).***

**Pet Policy:** We ask that only domestic animals be brought to the event, and all pets must be on a leash at all times. All waste is the responsibility of the pet owner.

**Confirmation:** The committee reserves the right to refuse any vendor application. Applications received without a description of merchandise to be sold will be returned. You may also be denied if your products are not in accordance with our standards set for this event.

**Refunds: *There are no refunds - rain or shine.***

For further information, questions or concerns, please notify the vendor chairperson:

Carol Kelsheimer, Vendor Chairperson  
Arcadia Valley Mountain Music Festival  
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Email: [carol.avchamber@yahoo.com](mailto:carol.avchamber@yahoo.com)  
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