

PUTNAM COUNTY DAIRY FESTIVAL 2024

VENDOR RULES AND APPLICATION

The Annual Putnam County Dairy Festival is hosted by the Pilot Club of Eatonton and held around the Courthouse Square in downtown Eatonton Georgia. The festival pays tribute to the county's dairy industry. This year's festival will be held on Saturday, June 1, 2024, on the streets surrounding the Putnam County Courthouse. A number of activities are planned for the weekend which will bring many people to the county and include 5K and fun run races; parade; food, arts, crafts, food and information vendors; speakers and entertainment. For additional information visit our website putnamcodairyfestival.com

Vendor spaces are located on asphalt in the street area surrounding the Courthouse. Arts and Crafts and Commercial/Informational spaces are 14 feet x 14 feet. Food booth spaces are slightly larger and are assigned in order of arrival. Games/rides spaces are larger and are located in areas according to the game or ride. All vendors who require electricity/water must furnish their own power/generator and their own water. All tie-downs must be self-contained. No stakes can be driven into the street/sidewalks. The City of Eatonton will impose a fine if stakes are driven into the streets/sidewalks. All vendors must check in before setup. Arts/crafts/commercial vendors report at the intersection of Jefferson Street and Sumter Street. Food vendors report at the intersection of Sumter Street and Washington Ave. **Check-in will begin at 6:30 PM on Friday, May 31.** Please **do not report** to the area prior to that time. Pilot Club members will be available for check-in and directions to allocated space until 9:00 PM. You are responsible for your setup and all items left in the area. Vehicles may remain in the area overnight but must be moved off the streets prior to 6:00 AM on Saturday morning. Check-in will resume again on Saturday morning at 6:00AM. Because of limited driving and unloading space you are requested to unload as quickly as possible. All vehicles must be removed by 7:30 AM. You will be directed to parking areas. The festival closes at 4:00 P.M.

The following is a listing of items which **cannot be sold** at the Dairy Festival:

1. Absolutely no fireworks or Snap-pops or similar items.
2. No items that could be destructive to participants, vendors, and/or merchandise (examples - string in a can, disappearing ink, squirt items).
3. For safety reasons, knives, guns or any other weapon, cannot be displayed or sold. Kitchen knives and pocket knives may be sold at discretion of vendor committee.
4. Because special Dairy Festival t-shirts will be for sale, only hand-crafted shirts will be allowed (no air-brushed or silk-screened shirts).
5. Food vendors may not sell barbeque items unless approved by the Festival Committee.

Fees are as follows:

Arts & Crafts (Handcrafted) - \$90.00

Commercial or Informational Vendors - \$100.00

Food Vendors - \$160.00 (must meet health department regulations and include copy of liability insurance)

Games/Rides - \$150.00 (must include copy of liability insurance)

Non-Profit Organizations display/handouts only - \$50.00

Due to limited space, not all applications can be accepted. We attempt to avoid duplication of sale items. Therefore, please complete the enclosed application and agreement and return it along with your application fee as soon as possible. The deadline to apply is May 20, 2024. Spaces will be filled on a first-come, first-served basis. **Please read the agreement carefully and make a copy for your records. For confirmation, please send a self-addressed, stamped envelope along with the enclosed application to Dairy Festival, P.O. Box 3031, Eatonton, GA 31024.**

For additional information contact: Cindy Willis at 706-473-0987 or email: cgwillis0810@yahoo.com, or Charlotte Green at 706-473-0336 or email: csgreen1294@gmail.com; visit website putnamcodairyfestival.com

PLEASE NOTE: The Police Chief has asked us to notify you that certain streets coming into Eatonton will be closed at 8:00AM in order to provide safety for runners in the local road race which begins at 8:00 AM. Therefore, you should make sure you arrive to the festival location at the Courthouse Square prior to that time

DAIRY FESTIVAL
Pilot Club of Eatonton, Inc
P.O. Box 3031
Eatonton, GA 31024

Date Received _____
Payment Received \$ _____
Check # _____
Booth # _____
Pilot Club Use Only

APPLICATION AND AGREEMENT – SATURDAY, JUNE 1, 2024

Name _____

Company Name _____ Email address: _____

Address _____

City _____ State _____ Zip Code _____

Phone: home _____ work _____ cell _____

Vehicle Tag # (Required by the Eatonton Police Department) _____

LISTING OF ITEMS (you must be specific in listing everything you will be selling. If it is not listed, you will **NOT** be allowed to sell it) _____

INDICATE NUMBER OF SPACES REQUIRED:

<u>TYPE SPACE</u>	<u>QUANTITY</u>	<u>PRICE</u>	<u>TOTAL</u>
Arts & Crafts (14'x 14')	_____ x	\$ 90.00	_____
Commercial/Information (14'x 14')	_____ x	\$100.00	_____
Food	_____ x	\$160.00	_____
Game/Ride	_____ x	\$150.00	_____
Non-Profit Display/Handout	_____ x	\$ 50.00	_____

Amount Enclosed \$ _____ (Make check/money order payable to: The Pilot Club of Eatonton, Inc and mail to the address above)

Total amount is required with your completed and signed application and agreement postmarked by May 20, 2024. **FEES ARE NON-REFUNDABLE AFTER THIS DATE**, even if the festival is cancelled due to rain or inclement weather. Upon approval of your application, a letter will be mailed to you and will indicate a space location number. You must have that letter to unload at the site.

AGREEMENT

1. I understand and agree that the Pilot Club of Eatonton is in no way responsible for my equipment and goods or my person or persons accompanying my exhibit during the time I am at the exhibit site.
2. I agree that all my items are subject to approval by the Dairy Festival Committee for quality and appropriateness for a family event and that I will not display or sell any items prohibited by the Festival Committee.
3. I understand that water and electricity **ARE NOT** available.
4. I agree to set up and have my exhibition open by 9:00 a.m. and to have my exhibit removed by 4:00 p.m. and to leave my exhibition area clean.

By affixing my signature hereon, I do agree to all terms and conditions stated above. The undersigned also agrees to defend and hold the Pilot Club of Eatonton, Inc., all of their officers, agents, sponsors; the City of Eatonton, Georgia; and Putnam County, Georgia, harmless from all injury, loss, costs, claims or damages to any person or property arising from, related to, or in any way connected with the participation in the Putnam County Dairy Festival. The Pilot Club of Eatonton, Inc., and the County of Putnam, have my permission to have medical personnel treat me, if needed in an emergency situation, during my participation in this event.

Signature: _____ Date: _____

For confirmation, please send a self-addressed, stamped envelope along with your application to Dairy Festival, P.O. Box 3031, Eatonton, GA 31024.