**Vendor Information, Rules and Registration Form**

**IMPORTANT INFORMATION**

***Please read then sign and send in page 3.***

The Attalla Heritage Day festival features arts & crafts, car show, bands, food vendors and a kid zone including **FREE** rides, games and activities. Heritage Day is a **FREE** fun filled family event!

The festival is located in a blocked off area of downtown Attalla which includes antiques, restaurants, boutiques and professional services.

**Size of Vendor space:**

Vendor spaces are 10’ wide along the curb and 16’ deep toward the center line.If using a trailer, make sure trailer hitch is included in your measurements. (*Ex. If trailer is 9 ft and hitch is 2 ft. then you will need an extra space to cover the 1 foot extra.)*

**Vendor Pricing:**

* Large concessions or BBQ vendors: $150.00
* Small Food Vendors *(such as cotton candy, popsicles, coffee etc*): $100.00
* Craft Vendors: $ 50.00
* Extra Space: $ 50.00
* Electrical Outlets (Limited): $ 10.00

Your payment **MUST** be received at the time you turn in your application. We cannot reserve a space, hold a space or take your application on the phone without payment. Food vendors are on a first come, first serve limited basis. Food vendors may be asked to provide health rating along with application. All soft drinks sold must be **PEPSI PRODUCTS INCLUDING BOTTLED WATER.**

**Set-Up and Check-In:**

Vendors may begin set-up at 5:00 p.m. on Friday, October 18th or at 5:30 a.m. on Saturday, October 19th. Exhibits must be ready to go andALL VEHICLES REMOVED FROM THE BLOCKED AREA NO LATER THAN 8:00 a.m. VENDORS MUST BE CHECKED IN OR RUN RISK OF FORFEITING YOUR SPACE.

Enter alley (Chief Jenkins Lane) behind The Municipal Building (the old Wells Fargo Bank) located at the corner of 3rd Street NW and 5th Ave. NW. Continue through the alley until you reach the check-in point. SPACES WILL BE ASSIGNED AT CHECK-IN!!! *We cannot give assigned spaces until you check in.* There will be someone to guide you to your spot. Please do not call and ask for your space ahead of time.

**Parking**

All vendors must park in the designated parking area. Golf shuttles will be available for convenience to take you from your space to the parking area. **NO PETS OR SMOKING WILL BE ALLOWED IN THE VENDOR SPACES.**

**Power**

**GENERATOR ARE NOT ALLOWED** except in designated areas such as kid zones. **110 AC** power will be available on a limited basis.

**Clean Up/ Weather**

We appreciate vendors maintaining a clean, neat space.

This is a rain/shine event. In event of severe weather, cancellations may be required. No refunds will be given.

* Vendors must be present during the entire festival
* Food vendors must post prices…use Pepsi Products Only
* Attalla Heritage Day Officials reserve the right to reject any application
* Attalla Heritage Day Officials reserve the right to terminate anyone not abiding by the rules. No refunds will be given.
* No vehicles are allowed to enter or exit during festival hours
* No weapons, alcohol, drugs, profane language or lewd conduct permitted
* Attalla Heritage Day Officials reserve the right to remove any works or vendors deemed inappropriate.
* Attalla Heritage Day Officials reserve the right to amend, alter, or change these rules in whole or in part without prior notice to any festival participant and to interpret and apply these rules as Attalla Heritage Day Officials, at their absolute discretion, however deemed appropriate and necessary.

**CONTACT INFORMATION** Kelly Moore at (256)613-9538 Email: kmoore@attallacity.org

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PHONE #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FIRST NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LAST NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BUSINESS NAME *(if applicable)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_CITY/STATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ZIP CODE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

WHAT TYPE OF VENDOR WILL YOU BE (CIRCLE) FOOD CRAFTS OTHER

BRIEFLY DESCRIBE ITEMS YOU WILL BE SELLING: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

NUMBER OF SPACES NEEDED \_\_\_\_\_\_\_\_\_\_ *(Please make sure to read prices in rules. Prices vary depending on vendor type and spaces)*

ELECTRICITY *(Please circle)*: YES NO *(Additional $10. We cannot guarantee power to be available. Spaces are limited)*

AMOUNT PAID: \_\_\_\_\_\_\_\_\_\_\_\_\_ PAID BY: CHECK \_\_\_\_\_MONEY ODER\_\_\_\_\_CASH\_\_\_\_\_ONLINE\_\_\_\_\_

The City of Attalla and the 2024 Heritage Day Festival committee will not be held responsible for any injury or loss that may occur or what may come to the exhibitor or his assistants, or his goods for sale for any cause whatsoever.

Ways to send application & payments: \*\*Please make checks to City of Attalla\*\*

* By mail to **Attalla City Library 604 4th Street Attalla, Al. 35954**
* In person at **Attalla City Library**
* Pay payment Online at <https://attallaal.govtportal.com> then send proof of payment and completed and signed application to **kmoore@attallacity.org****. We will not reserve spot until we verify payment.**

**I have read and agree to all 2024 Heritage Day terms: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**For more information, call Kelly Moore (256)613-9538 or Cheryl Tucker (256)458-0912**