

14TH ANNUAL BERRIEN COUNTY HARVEST FESTIVAL
2024 MERCHANDISE VENDOR CHECK IN/SET UP INFORMATION
SATURDAY OCTOBER 19TH, 2024 | 9:00AM - 2:30PM

The Berrien County 2024 Harvest Festival is presented by Nashville Main Street and Berrien County Chamber of Commerce in Historic Downtown Nashville, Georgia.

1. **Early bird fee is \$60 per space. Must be post marked or in hand by September 2nd. Vendor fee becomes \$75 per space after September 2nd. ALL vendor fees and contracts are due on or before October 4th.** *Please make checks payable to Berrien County Harvest Festival.
2. Upon arrival, vendors must check in at the Main Street booth located on the corner of S Davis Street and W Washington Avenue between 6 AM and 7:30 AM to receive space assignments and further instructions. You will be notified by email or phone if we do an early check-in on Friday, October 18th.
3. Vendors must be set up and ready to serve promptly by 8:30 AM and will remain open until 2:30 PM in the afternoon. No early breakdowns will be allowed.
4. No trailers or trucks will be allowed in the exhibit area after 8:00am. Please allow ample time to arrive and get set up.
5. Merchandise vendor spaces are 12' deep x 10' wide. **Free-standing tents, tables, chairs, displays, merchandise, etc., must fit within your booth space. NOTHING IS TO EXTEND BEYOND YOUR VENDOR SPACE.**
6. Vendors must have their own tents, tables, chairs, displays, and any other needed items to man their booth. **Electricity is very limited and will be first come first serve. If you need to use a generator it must be gas powered and less than 60 db.**
7. Merchandise vendors may not sell food items or bottled water from their booths. Vendors with prepackaged food items only are permitted on a very limited space availability.
8. Upon leaving the festival, be sure that you have disposed of any empty boxes, trash, etc., by placing the items in a trash can or beside the trash can by 4 PM.
9. No refunds due to rain or inclement weather situation will be issued.
10. Please include a picture of what you will be exhibiting when returning the application. Exhibitors agree to allow the sponsors to use pictures for promotional purposes.
11. The committee reserves the right to reject any application.

For questions not covered on this information sheet or other concerns, call Main Street at (229) 686-5527, or the Chamber at (229) 686-5123. If no answer, please leave a message and give us 24 hours to return your call.



14TH ANNUAL BERRIEN COUNTY HARVEST FESTIVAL
2024 MERCHANDISE VENDOR CONTRACT
SATURDAY, OCTOBER 19TH 2024 | 9:00AM - 2:30PM

Fill out this contract and return with your check or money order to Berrien County Chamber of Commerce; Attention: Harvest Festival; P.O. Box 217; Nashville, GA 31639. Make your check or money order out to Berrien County Harvest Festival.

CONTRACT DEADLINE: OCTOBER 4th, 2024.

Early bird fee is \$60 per space. Must be post marked or in hand by September 2nd. Vendor fee becomes \$75 per space after September 2nd. **ALL vendor fees and contracts are due on or before October 4th. Payment is due when the application is returned to reserve your spot.**

NAME: LAST _____ FIRST _____

NAME AND PHONE NUMBER FOR EMERGENCY CONTACT: _____

RETAIL/BUSINESS NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: HOME _____ CELL _____

EMAIL ADDRESS: _____

MERCHANDISE: (List ALL items to be sold) _____

I AM USING A FREE-STANDING TENT: YES _____ NO _____ HEIGHT OF TENT IN FEET: _____

I AM USING A GENERATOR THAT IS POWERED BY GAS AND IS LESS THAN 60 DB: YES _____ NO _____

Reminder: Free-standing tents, tables, chairs, displays, merchandise, etc., must fit within the space you choose.

NUMBER OF SPACES REQUESTED: _____ 12' X 10' (MAX OF 2) @ \$60.00 PER SPACE (EARLY BIRD PRICE) _____
\$75.00 PER SPACE (REGULAR PRICE) _____

AMOUNT ENCLOSED: _____

SIGNATURE: _____ DATE: _____