

70th Rhododendron Festival Seller/Vendor Information June 18-19, 2016

www.roanmountain.com

Questions? rhododendronfestival@yahoo.com or call (423) 957-6721 and leave detailed message. We'll reply as soon as possible. If calling about the rhododendron bloom time, please call the US Forestry Service at 828-689-8716. If you have questions, or are interested in the entertainment at the festival, please call 423-772-4296

Saturday, June 18: 10:00 am – 5:00 pm (or until crowd has left)

Sunday, June 19: 10:00am – 5:00 pm (or until crowd has left)

Presented by Roan Mountain Citizens Club

Location: Roan Mountain State Park (amphitheater area), 1015 Hwy 143, Roan Mountain, TN

Vendor Application:

All vendors offering their own items for sale must be listed on the application under “Exhibitor’s Name(s)”. If vendors sharing a space have separate addresses and/or TN tax numbers, please list these. You may use the back of the application if you need more space. **Mail Application to “Festival Vendor Committee, PO Box 545, Roan Mountain, TN 37687”**

Acceptable work: This is an Arts and Crafts Festival.

ALL ARTS AND CRAFTS ITEMS YOU SELL MUST BE PERSONALLY HANDCRAFTED BY seller. Kit work does not qualify as handcrafted. Crafts should include a public demonstration, if possible. Vendors must list on the application all arts, crafts or menu items to be sold. ITEMS BEING SOLD WILL BE INSPECTED BY A MEMBER OF THE CITIZENS CLUB AND IF ITS DETERMINED THEY ARE NOT HAND MADE BY THE VENDOR, THESE VENDORS WILL BE ASKED TO LEAVE. THEIR APPLICATION FEE WILL NOT BE RETURNED.

Food vendor note: The Citizens Club sells canned/bottled drinks and water at the club tent near the food court for our scholarship/school/community fund. Therefore, food vendors may not sell canned/bottled/carbonated drinks, sodas or water. Other beverages, such as tea, coffee, or lemonade, may be sold by vendors.

Arts/Crafts vendor note: Arts and Crafts vendors may not sell food or drinks which may be consumed on the premises.

Application deadline: **Returning vendors requesting the same space as last year must apply by March 1.** NO VENDOR, NEW OR RETURNING, IS GUARANTEED ACCEPTANCE. FUNDS MUST ACCOMPANY APPLICATION. FUNDS WILL BE DEPOSITED UPON RECEIPT, THIS DOES NOT MEAN ACCEPTANCE. IF NOT ACCEPTED, FUNDS WILL BE RETURNED WITH APPLICATION.

Exhibit Area: Exhibit spaces are approximately 12'x12', on uneven grassy ground. Because the festival grounds are irregular, prepare to bring blocks, sand, etc. to set up your displays. Exhibitors must supply their own tents and display equipment. You must participate on BOTH Saturday and Sunday and you may not disassemble your display until AFTER the crowd departs on Sunday-NO EXCEPTIONS. No vehicles are allowed in the exhibit area during the festival.

Space assignment: Spaces are allotted as applications are received, but returning vendors will be given first choice of the space(s) they held the previous year, until March 1st. We will do all we can to assign you the space you desire; however, specific space assignments cannot be guaranteed. There will be no changes to assignments unless there is a defect in the space allotted and the Citizens Club must approve any change. If an application is accepted, you will receive written confirmation of acceptance, as a vendor. Under no circumstances can you "sub-let," transfer, or give your space assignment to anyone without written approval by the Roan Mountain Citizens Club. All space assignments are at the discretion of the Citizens Club, even for returning vendors.

Health permit: Arts/crafts vendors who give out samples and food vendors must have a TN health permit. If you do not have a permit, you will have the opportunity to obtain a special events permit at the festival Saturday morning from the health inspector.

Fees per 12'x12' Space until May 1: Fees as listed below should be payable to Roan Mountain Citizens Club, Roan Mountain, TN 37687 and must accompany application (note price changes and higher fees if postmarked after May 1st):

\$75.00 per arts/crafts space without electricity (\$110 after May 1)

\$100.00 per arts/crafts space with electricity (\$135 after May 1)

\$135.00 per food vendor space without electricity (\$160 after May 1)

\$160.00 per food vendor space with electricity (\$185 after May 1)

There will be no electric/non-electric combinations. Spaces are limited and will be assigned by the vendor committee. After May 1, spaces will be filled, if available, at fees noted above. We will contact you soon after May 1, if you are approved. Cancellations before June 1 may receive refunds.

We will accept applications up to two weeks prior to the festival as long as there are spaces available and the other conditions are met. These would be charged at the rate indicated after May 1st.

Registration and Set-Up: Absolutely no one may set up prior to designated times.

Friday, June 17 from 9:00 am – 8:00 pm

Saturday, June 18 from 6:30 am – 9:30 am

Your name and site will be available at the Club tent near the large oak tree at the main entrance. Club members will be available to direct you to your space(s). If you are not set up by 9:30 am on [Saturday](#), your space could be forfeited.

Inclement weather: Vendors should be prepared for inclement weather. If your goods can be harmed by inclement weather such as wind or rain, you should be prepared to handle this without bringing your vehicle onto the Festival grounds. If the Festival is closed before 5:00 pm on [Saturday](#) or 5:00 pm on [Sunday](#) due to weather (i.e. lightning), vehicles may not be brought onto the Festival grounds until all guests have departed.

Parking: All vendors, including food vendors, will park in the vendor parking lot across the street. Only cars (no trailers) with handicapped plates or mirror tags may be parked in the handicapped parking lot. Food vendors who need to make arrangements for parking trucks with ice or extra food storage other than the vendor parking lot must have approval from Park Manager, J.R. TINCH (423-772-0190).

Security: There will be limited security on [Friday](#) and [Saturday](#) nights. Roan Mountain Citizens Club and Roan Mountain State Park assume no responsibility for loss at any time.

Tennessee and Local Sales Tax is 9.75%: Exhibitors are responsible for collecting and reporting their own sales tax. Vendors are not required to purchase a Tennessee license but must pay the tax. A numbered "Special Events" tax collection form will be given to each vendor who needs it upon check-in. The top portion of the envelope must be filled out and sent to Tennessee Dept. of Revenue within 10 days unless the vendor has a Tennessee tax number and pays sales tax on a set schedule. The Club records the vendor "Special Events" tax number and reports it to the State.

RM State Park Camp/Cabin Reservations: Cabins are usually booked a year in advance for summer dates. Campsites now may be reserved also. Reserve cabin or campsite soon because they fill up early. Call reservations at (423)772-3030 to find out if a cabin or camp site is available. Some other accommodation choices are listed on our web site, www.roanmountain.com. Festival proceeds are used to fund scholarships for local students, to purchase school supplies for local schools and for community projects and events.

We look forward to seeing you in Roan Mountain - June 18 - 19, 2016