

2010 Jessamine Jamboree
Food, Arts & Crafts, Marketplace, Civic Row and Commercial
Policy and Procedures

1. DATES & TIMES:

Friday, September 10, 2010 11:00 am - 9:00 pm

Saturday, September 11, 2011 9:00 am – 9:00 pm

You may open early, however your booth is required to be open during the hours given. All Booths, including Food must close at 9:00 pm on Friday and Saturday night. Break down will begin promptly at 9:00 pm Saturday night. No exceptions.

Please note the Parade is September 11 at 10:00 am. US 27 will be closed at 9:00 am sharp. Plan accordingly.

2. SET-UP:

Food Vendors are required to set up on Thursday, September 9, 2010. We will begin at 5:00 pm. The Jessamine Jamboree Logistics coordinator will contact you prior to the set up with times and location of booth.

Arts & Crafts, Marketplace, and Civic Row will set up on Friday, September 10, 2010. We will begin at 7:00 am. Exhibitors must arrive in sufficient time to completely set up by 10:00 am. Booth inspections will begin at 10:00 am.

All vehicles must be unloaded and moved in a timely fashion to allow orderly set ups. Any and all Vendor representatives displaying unruly behavior will revoke this agreement immediately and will be asked to vacate the premises. In addition applicant will not be considered for next year's festival.

3. DEADLINE:

Deadline August 27, 2010. Due to Nicholasville NOW!'s involvement with the Kentucky State Fair we encourage you to register early.

All applications received after August 27, 2010 will be assessed a \$50.00 per vendor late fee.

4. FEES:

\$100.00 -- 10 X 10 Booth Space \$200.00 – 10 X 20 Booth Space;

\$300.00 10 X 30 Booth Space \$400.00 – 10 X 40 Booth Space

\$25.00 for Electricity.

Payment in full must accompany signed application. Make checks payable to *Nicholasville Now*. No Refunds will be made. Refunds are not made if inclement weather is experienced due to the course of the festival. The Jessamine Jamboree is a rain or shine event.

Booths cannot be shared by 2 Sellers, Companies, etc.

5. BOOTH SIZE:

It is essential that displays conform to exact space allotted. Selling area is limited to the space on your application. Please make sure you know your exact Trailer Size.

6. TAX RATE:

Each exhibitor is responsible for collecting Kentucky State Sales tax on all sales made. Kentucky Department of revenue agents may be present at the festival.

7. TYPE OF BOOTH:

The Jessamine Jamboree will be placing Booths in categorized areas this year.

Arts & Crafts: All items sold must be handcrafted original works. There will be no manufactured items, sand art or flea market items.

Commercial & Market Place Items: Manufactured and commercial items will be sold in this section.

Food: Must comply with Health Department Regulations. Please contact the Jessamine County Health Department at 859.885.4149. They will inspect booth during the Festival.

ALL entrants must submit a complete list of the items to be displayed for sale. In addition to your written description, please submit 1 photograph of items to be exhibited. Preferably the photo should show your entire booth set-up. Label your photo with your name and address. The Jessamine Jamboree Festival has the right to limit entries per medium.

Booths are to be manned by individuals 18 or older. For Booster/School Club Booths, adult supervision is required at all times.

8. SECURITY:

Limited security will be available in all festival areas after hours during the days the festival is scheduled. However, Nicholasville Now/Jessamine Jamboree is not responsible for lost or stolen goods under any circumstances. We are not responsible for accidents.

9. PLACEMENT:

Placement of exhibitor's booths is at the discretion of Nicholasville Now/Jessamine Jamboree. Exhibitor preference will be given first consideration base on space availability and the date exhibitor's application was received. Location may be affected by special requirements such as electrical needs, etc. Assigned spaces cannot be changed without the approval of Nicholasville Now/Jessamine Jamboree Festival.

10. ELECTRICAL REQUIREMENTS:

Electrical hookups are available for additional \$25.00. Please specify amp age and volts on application. If you require 220 hook up, you must provide your own service. It is the

vendor's responsibility to supply all electrical hookup items (extension cords, splitters). Due to the Nicholasville Streetscape Project electricity may be limited this year. Exhibitor agrees to hold Nicholasville Now/Jessamine Jamboree harmless for any injury or damages resulting from electrical use.

11. TEARDOWN:

All booth displays and merchandise must be removed after closing, 9:00pm on Saturday evening, September 11, 2010. Please do not attempt to move out of your location until 9:00 pm. All exhibitors are required to clean their own area and put trash in the trash receptacles provided. Failure to remove all equipment and thoroughly clean up rental area will result in a \$150.00 charge. Nicholasville Now/Jessamine Jamboree will not be responsible for storing, maintaining, or watching any items left at the festival area. Early tear down could result in loss of space for next year's festival.

12. CANCELLATION:

Refunds are not made if inclement weather is experienced due to the course of the festival. The Jessamine Jamboree is a rain or shine event. No Rain dates.

13. CONFIRMATIONS:

Confirmations will be sent as soon as your booth space is confirmed. However your space will not be assigned at that time. Please provide e-mail address on application. Please include cell phone numbers.

14. GENERAL RULES:

- Absolutely no illegal items, obscene material, controlled substances, drugs, drug use paraphernalia, cigarettes, switchblades, guns, ammunition, fireworks, projectiles, inflatable's, stink bombs, silly string, disappearing ink, Fake cigarettes, gas spray, cap guns, live animals, hair paint, or any other item the Nicholasville Now/Jessamine Jamboree Festival may deem inappropriate will not be allowed. NICHOLSVILLE NOW HAS SOLE AND ABSOLUTE CONTORL OF ITEMS OR WARES OFFERED FOR SALE AT THE FESTIVAL. These restrictions will be strictly enforced.
- Nicholasville Now/Jessamine Jamboree has final approval of all items to be sold and booth set-ups. Any exhibitor found displaying items not shown on the submitted application or items against Jessamine Jamboree policy will be asked to remove offending items and/or will be prohibited from conducting further sales and or be removed from festival immediately.
- No selling of inappropriate items to children under the age of eighteen.
- Selling is only to be done within your booth space. NO ROAMING is allowed in order to be fair to all exhibitors. Please respect your fellow exhibitors. Violators using more than their rented space will be asked to leave. No refunds will be made.
- Once you are set up, you cannot drive a vehicle in or out of the area.
- Booths must be open during the designated times in item #1 above. Anyone who deviates from this schedule may not be considered for next year's festival, as it is

discourteous to the customers and reflects poorly on the exhibitor as well as the Jessamine Jamboree festival.

- No Raffles.
- Your booth must be kept neat, clean and safe for patrons.
- Pets are restricted.
- Volume of sound/music coming from booths must be kept at a reasonable level so as not to interfere with neighboring booths. Festival officials will be the ultimate judges of what is acceptable.

15. RENTAL AGREEMENT:

Applications will be accepted on a first-come basis. All rental agreements must be accompanied with payment in full. Nicholasville Now/Jessamine Jamboree will not supply tables, extensions cords, etc... It is the applicant's responsibility to read and understand all regulations outlined in this rental agreement. Nicholasville Now/Jessamine Jamboree Festival is not responsible for accidents, damage, loss or injury of any kind. Business activity must be conducted in your reserved space only. Trading or selling of contracted booth space is strictly forbidden. Exhibitors agree that Nicholasville Now/Jessamine Jamboree may revoke this agreement at any time, and for any reason, and the Exhibitors' damage will be limited to refund of the fee paid.

16. MAILING ADDRESS/CONTACT:

For questions or additional information, please call 859.881.3820. Please leave a detailed message. Calls will be returned as quickly as possible. Please complete the application with deliverables and return with full payment to:

***NICHOLAVILLE NOW
100 WEST OAK STREET
NICHOLASVILLE, KY 40356***

Application will not be complete or accepted until we receive all deliverables.

THIS RENTAL AGREEMENT IS NOT TRANSFERABLE

IMPORTANT NOTE:

The Nicholasville Streetscape Project will begin before the Jessamine Jamboree. Plans and location of Booths will be made accordingly to the Streetscape schedule. Please be aware the space you have been assigned last year will more than likely change. Spaces will not be assigned until the September.

In addition, Nicholasville Now! coordinates the Kentucky State Fair Booth from August 16-30 for Nicholasville/Jessamine County. If you have questions during this time we will return your call as soon as possible.