

**2009 Jessamine Jamboree**  
**Food, Arts & Crafts, Marketplace, Civic Row and Commercial**  
**Policy and Procedures**

**1. DATES & TIMES:**

Friday, October 2, 2009                      11:00 am - 8:00 pm

Saturday, October 3, 2009                9:00 am – 8:00 pm

You may open early, however your booth is required to be open during the hours given. Booths must close at 8:00 pm on Friday and Saturday night. Break down will begin promptly at 8:00 pm Saturday night. No exceptions.

**2. SET-UP:**

Food Vendors are required to set up on Thursday, October 1, 2009. 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, October 2, 2009. 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:**

Early Bird Deadline Friday, September 11, 2009 (Must be postmarked by September 11)  
All applications received after September 11, 2009 will be assessed a \$25.00 per vendor late fee.

**4. FEES:**

\$75.00 per 10 X 10 Booth Space    Deadline September 11, 2009

\$25.00 for Electricity.

\$25.00 late fee per vendor after September 11, 2009

Payment in full must accompany signed application. Make checks payable to **Nicholasville Now**. Cancellations will be accepted; however No Refunds will be made after September 11, 2009. There will be a \$25.00 handling fee on refunds. 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.

**5. BOOTH SIZE:**

10 X 10

It is essential that displays conform to exact space allotted. Selling area is limited to the 10 X 10 space. If you have a 20, 30, or 40 foot trailer you must multiply Space X Entry fee= total cost. (I.E. 10 X 20 (2 spots) spot X \$75= \$150)

**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, 8:00pm on Saturday evening, October 3, 2009. Please do not attempt to move out of your location until 8:00 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 \$75.00 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:**

Cancellations will be accepted, however, No Refunds will be made after September 11, 2009. There will be a \$25.00 handling fee for refunds. 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. Applications received after September 11, 2009 will be confirmed via a telephone call. 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**