



43rd ANNUAL HAHIRA HONEY BEE FESTIVAL
2024 ARTS AND CRAFTS CHECK IN/SET UP INFORMATION
FRIDAY OCTOBER 4 – SATURDAY OCTOBER 5, 2024

1. **NEW!** All vendor contracts and fees are due on or before August 1, 2024. Vendor contracts postmarked **AFTER** this date must include a \$25 late fee for your contract to be accepted. No contracts will be accepted after August 31.
2. **NEW!** In an effort to get back to having more handmade arts and crafts items available, your inventory this year must consist of not less than 90% handmade items. This does not apply to our returning vendors from 2023.
3. **NEW!** 10' x 10' booths are \$90.00. Non-profit booths and 5' x 10' booths are \$50.00.
4. All items sold at your booth must be clearly labeled with the price of the item easily seen by the customer. You can have a sign or signs stating the cost of your items, but the sign(s) must be easily seen, written legibly, and not misleading.
5. Vendors must check in at the Depot or Court House on Friday or Saturday mornings between 7 and 9 AM to receive booth assignments and further instructions. **You will be notified by email or phone if we do an early check-in on Thursday, October 3.** You will know before Thursday if you are at the Depot or on Main Street.
6. Vendors must be set up no later than 10 AM on Friday and 9 AM on Saturday. **Vendors must have their own tents, tables, chairs, displays, and any other needed items to man their booth. Electricity is not available for arts and crafts vendors. NO EXCEPTIONS. If you need to use a generator, it must be less than 60 db and gas powered.**
7. If you are a “buy/resell” vendor/dealer with companies like Paparazzi, Color Street, Mary Kay, Pampered Chef, etc., be sure to indicate that on the “Retail/Business Name” on the contract. The Honey Bee Festival Committee is not responsible for verifying that there is only one dealer/representative from these companies.
8. A tent may be used in most areas and must be free standing. Be sure to bring tent weights to anchor your tent. Four (4) inch metal stakes can be used in the Depot area. We need to know the height of your tent in case you are assigned to a space on Main Street that has an awning.
9. Arts and crafts 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.
10. The majority of our spaces are 10' x 10'. We offer a limited number of 5' x 10' spaces. **Free-standing tents, tables, chairs, displays, merchandise, etc., must fit within the booth space you choose. NOTHING IS TO EXTEND BEYOND YOUR VENDOR SPACE. You will be asked to leave the festival if you do not comply with this request.**
11. Vendors should plan to stay until 5 PM on Friday and Saturday. No early break down on Saturday.
12. 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 6 PM.
13. No refunds due to rain or inclement weather situation will be issued.

This page has all the information you will need to check in at the Train Depot or Court House. It would be most helpful if you would keep it accessible before the festival.

For questions not covered on the information sheet or other concerns, call Darlene at 229-794-2214, or Wendy at 229-563-3847 before the week of the festival. If no answer, leave a message. Give us 24 hours to return your call. Feel free to email us at dbkirkland66@gmail.com or wendy_mixon@hotmail.com.

Our fax number is 229-794-1208

GPS address for the Depot is 220 W. Main St.

Website: www.hahirahoneybeefest.com

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43RD ANNUAL HONEY BEE FESTIVAL
 2024 ARTS AND CRAFTS VENDOR CONTRACT
 FRIDAY, OCTOBER 4 – SATURDAY, OCTOBER 5, 2024

| |
|---------------------|
| Date Rec'd: _____ |
| Amt. Pd.: \$ _____ |
| Ck/MO# _____ |
| #Spaces: _____ |
| 2023 Space _____ |
| 2024 Space _____ |
| Info Updated: _____ |

Fill out this contract and return with your check or money order to Hahira Honey Bee Festival;
 P.O. Box 487; Hahira, GA 31632. Make your check or money order out to Hahira Honey Bee Festival.

CONTRACT DEADLINE: AUGUST 1, 2024. NO CONTRACTS ACCEPTED AFTER THIS DATE WITHOUT
 PAYING A LATE FEE AND ONLY UNTIL AUGUST 31.

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. 90% must be handmade.) _____

I AM A NEW VENDOR: YES NO

AS A RETURNING VENDOR, I WOULD LIKE THE SAME BOOTH SPACE(S) AS LAST YEAR. YES NO
 WE WILL MAKE EVERY EFFORT TO GRANT YOUR REQUEST, BUT IT IS NOT GUARANTEED. REMEMBER THE AUGUST 1 DEADLINE.

BOOTH(S) NEEDED FOR: FRIDAY ONLY SATURDAY ONLY FRIDAY AND SATURDAY

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

Remember no arts and crafts vendors are given electricity.

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

NUMBER OF SPACES REQUESTED: _____ 10' X 10' (MAX OF 2) @ \$90.00 PER SPACE _____

_____ 5' X 10' (MAX OF 1) @ \$50.00 _____

ADD \$25.00 LATE FEE FOR CONTRACTS **NOT POSTMARKED BY AUGUST 1** _____

(No contracts accepted after August 31.)

AMOUNT ENCLOSED: _____

SIGNATURE: _____ DATE: _____