

42nd ANNUAL HAHIRA HONEY BEE FESTIVAL
2023 ARTS AND CRAFTS CHECK IN/SET UP INFORMATION
FRIDAY, OCTOBER 6 – SATURDAY, OCTOBER 7, 2023

1. **NEW! ALL vendor contracts are due on or before August 31, 2023. No vendor contracts will be accepted after this date.**
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 75% handmade items. This does not apply to our returning retail vendors from 2022.**
3. **NEW! 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.**
4. Vendors must check in at the train depot or Courthouse on Friday or Saturday morning between 7 and 9 AM to receive booth assignment and further instructions. **You will be notified by email or phone if we do an early check in on Thursday, October 5.** You will know before Thursday if you are at depot or on Main St.
5. 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 craft vendors. NO EXCEPTIONS!** If you need to use a generator, it must be less than 60 db. Be sure that you indicate that you are using a generator on your contract.
6. 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 Committee is not responsible for verifying that there is only one dealer/representative from these companies.
7. A tent may be used in most areas and must be free standing. Be sure to bring your 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.
8. Arts and crafts vendors may not sell any food items or bottled water from their booths. Prepackaged baked goods are permitted on a very limited space availability.
9. The majority of our spaces are 10’ x 10’. We will 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 to this request.**
10. Vendors should plan to stay until 5 PM on Friday and Saturday. No early break downs on Saturday.
11. 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.
12. No refunds due to rain or any other inclement weather situation will be issued.

This page has all the information you will need to check in at the train depot or Courthouse. 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 Hank at 229-251-5773 before the week of the festival. **If no answer, leave a message. Give us 24 hours to return your call.** Our fax number is 229-794-1208. Feel free to email me at dbkirkland66@gmail.com.

Email: honeybeefestival@yahoo.com

Website: www.hahirahoneybeefest.com

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42nd ANNUAL HAHIRA HONEY BEE FESTIVAL

2023 ARTS AND CRAFTS VENDOR CONTRACT

FRIDAY, OCTOBER 6 – SATURDAY, OCTOBER 7, 2023

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 check or money order out to Hahira Honey Bee Festival.

CONTRACT DEADLINE: AUGUST 31, 2023. NO CONTRACTS ACCEPTED AFTER THIS DATE!

Please print:

NAME (LAST) _____ FIRST _____

NAME AND PHONE NUMBER FOR EMERGENCY CONTACT: _____

RETAIL/BUSINESS NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: HOME: _____ CELL: _____

E-MAIL ADDRESS: _____

MERCHANDISE: (List ALL items to be sold.) _____

I AM A NEW VENDOR. ___ YES ___ NO AS A RETURNING VENDOR, I WOULD LIKE THE SAME BOOTH SPACE(S) AS LAST YEAR. WE WILL MAKE EVERY EFFORT TO GRANT YOUR REQUEST. REMEMBER THE DEADLINE OF AUGUST 31, 2023 TO BE ASSIGNED A BOOTH. _____

BOOTH(S) NEEDED FOR: ___ FRIDAY ONLY ___ SATURDAY ONLY ___ FRIDAY & SATURDAY

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

I AM USING A GENERATOR THAT 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) @ \$85.00 PER SPACE _____
_____ 5' X 10' @ \$40.00 _____

AMOUNT ENCLOSED: _____

SIGNATURE: _____ DATE: _____