

Merryville Museum & Heritage Festival

PO Box 637 ~ 628 North Railroad Avenue

Merryville, LA 70653

337-825-0101 or 337-396-3467

Eddie Corbett, President

Shane Jeans, Vice- President

www.merryvillemuseum.com

merryvillehistoricmuseum@yahoo.com

Greetings from the Heritage Festival in Merryville, LA!

As we are gearing up for the 2018 Heritage Festival on March 23rd-24th we are eagerly searching for the best vendors to complete the festival experience! Amazingly creative and unique booths add extra sparkle to any event!

The appearance and ambiance of your booth is critical to the overall atmosphere of the festival and the audience's perception of the event as a whole. We highly encourage imaginative booth designs, flags, banners, etc. and expect cleanliness and a safe, well-maintained area for everyone.

With each passing year, we have seen an increase in both the quality and quantity of applications we receive. In order to add to the overall creative ambiance of our event, we are interested in incorporating products that are handmade, self-designed, unique, creative and of high quality.

Each food vendor will be allowed to have 3 sole seller items on a first come first serve basis. When we receive your application we will verify that no one else has already chosen your items. If someone else has claimed that item, we will contact you to select a replacement.

Enclosed you will find the Vendor Application. Please complete, sign and return with your payment as soon as possible. Feel free to contact us if you have any questions or concerns.

We are anxiously awaiting your replies!

Eddie Corbett, President

Merryville Historical Society & Museum, Inc.

337-825-0101 or 337-372-9142

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Vendor Application

Please read all the following information carefully and sign below stating that you understand and agree to abide by our operating procedures.

- Application and full payment due by March 15th. All fees are non-refundable.
- Spaces are reserved on the day and time payment is received. No space will be reserved without full payment. You will be allowed to occupy only your assigned space.
- If you have more than one cord to plug in, you will need to purchase an extra receptacle. Each receptacle has a 20 amp breaker. Power strips are allowed but with caution. If you need larger than an 50 amp breaker you will need to supply your own.
- When measuring your trailer be sure to include the tongue in the total length.
- Set-up day and time for vendors will be on Thursday, March 22nd. All trailers should be set up by 12:00 noon. Vendors with tents and tables should wait until after 12:00 noon. Vehicles of any type must be moved beyond the gates before they open to the public Saturday at 10:00 a.m. No vehicles allowed through the gates during festival hours.
- Each vendor will be supplied with 4 vendor bracelets. If you have more than 4 workers you will need to purchase extra bracelets. Everyone in your area must have a bracelet during festival hours.
- Each booth will be supplied with a tax packet. Each vendor is responsible for filing the necessary forms with the LA Department of Revenue and the Beauregard Parish Police Jury. Under LA State and Beauregard Parish laws we are required to furnish a list of all vendors attending the festival.
- Absolutely no pets allowed anywhere on festival grounds.
- Local law enforcement provides limited security but neither they nor the Merryville Historical Society assume any liability for damage, loss, or theft of an individual's property.
- By signing and returning this application you are stating that you understand this agreement. Entry at this festival constitutes an automatic waiver of any claim of damages, loss against the sponsors, and employees or representative thereof. Both parties agree that in the event of rain or other circumstances beyond the control of the Merryville Historical Society & Museum, Inc., no refund will be given. However, should the festival be cancelled by arbitrary action of the museum, all fees paid will be refunded to the applicant.

➤ Please return Vendor Application and fess to: Merryville Museum
 PO Box 637
 Merryville, LA 70653

Business Name: _____

Craft Vendor: Craft Item(s): _____

Food Vendor: Sole Seller Item #1: _____

Sole Seller Item #2: _____

Sole Seller Item #3: _____

Other Items: _____

Contact Name: _____

Address: _____

Phone: _____

Food Vendor (12x12, 1 receptacle)	\$75.00	X		=	
Craft Vendor (12x12, 1 receptacle)	\$40.00	X		=	
Non-Profit/School Organization (12x12, 1 receptacle)	\$25.00	X		=	
Extra 20 Amp Receptacle	\$10.00	X		=	
Extra 50 Amp Receptacle	\$25.00	X		=	
Water	\$10.00	X		=	
Bracelet	\$5.00	X		=	
				Total	

For office use only:

Check # _____	Check Date: _____	Check Amount: _____	Date Received: _____
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Vendor Feedback Survey

We would like your input on our festival as seen through your eyes. Please answer the following as open and honest as possible. Your personal information will not be shared.

How many years have you participated in the Heritage Festival? _____

How did you hear about the Heritage Festival? _____

Do you feel you received your investments' worth from being a vendor? Yes _____ No _____

Applying for a booth each year is simple and convenient? Yes _____ No _____

Were we able to meet your expectations? Yes No If not, please explain: _____

What would you like to see improved with our festival? _____
