

**Belgrade Chamber of Commerce 2010 Fall Festival**  
**September 25, 2010**

- **Food Booths:** Only specialized foods such as bake sale items, popcorn, cotton candy, etc. will be allowed. The fee is **\$50** for an 8' space, limited to one of each type of food item on a first-come, first-serve basis. Specify on your entry form what you want to sell. There are a limited number of booths available with electricity. **NOTE:** *Health Department forms must be completed 7 days prior to the festival. You can obtain these from the Belgrade Chamber Office: proof of acceptance will be required at check-in.*
- **Arts and Crafts Booths:** **Only hand crafted non-imported items allowed.** The committee reserves the right to reject items that are not handmade. The use of the Fall Festival logo or the **title** "2010 Fall Festival" on any craft or item sold is prohibited, with the exception of the "official" Fall Festival products sold and distributed by the Fall Festival Committee. Booth spaces are 12' by 12' for a fee of **\$40** on a first-come, first-serve basis. No electricity is available for vendor's booths.
- **Display/Information Booths:** There will be **5 booths** available for informational purposes only. Booth fee is **\$35**. A 12 x 12 space will be provided. These are not for commercial businesses.
- **Homebased Booths:** Chamber members will have first rite of refusal. Only one booth per business will be allowed. Sales are allowed. Booth fee is **\$50**. A 12 x 12 space will be provided.
- **Game Booths and Children Activities:** Only local, non-profit groups will be considered. All props and equipment are your responsibility. ***Adult supervision is required at all times,*** including during setup and cleanup times. Please state size of booth/area space needed on entry form. Booth fee is **\$35**.

**General Guidelines:**

- **Booth Location Requests:** We will try to accommodate special requests, but specific locations will not be guaranteed.
- Raffles are not allowed. Drawings are authorized.
- Bring everything you need for your setup and display, including preparation for inclement weather.
- **Setup is between 8:00 and 10:00 am Saturday, September 25th.** You must check in by 9 am at the registration booth and you will be told the location of your booth space. **Failure to check in by 9:00 a.m. may result in your booth being assigned to a vendor on the waiting list.**
- **No vehicles (including trailers) are allowed in the park because of the sprinkler system. No stakes are allowed for canopy tie downs. If you damage a sprinkler, you will be responsible for the cost of repair.**
- All sales must be made from registered booth or displays. Show hours are between 10:00 am and 4:00 pm. Please clean up around your space after your finish taking down your booth.
- Confirmation and booth number assignment will be emailed (or mailed) approximately two weeks prior to festival.
- Your entry must be accompanied by your entry fee. Entry fees are nonrefundable.

**New Information 2010:** No long term or permanent parking by vendors will be allowed along Davis and Central Streets during set up times. These areas will be blocked off for vendors to unload products. Cooperation in keeping these areas free of long term parking would be appreciated.

For more information or questions:

Email [dyoungberg@belgradechamber.org](mailto:dyoungberg@belgradechamber.org) or visit our website: [www.belgradechamber.org](http://www.belgradechamber.org)  
406-388-1616

NOTICE: The Belgrade Chamber of Commerce reserves the right to refuse any booth.

**Park Activities Entry Form  
Belgrade Chamber of Commerce  
2010 Fall Festival  
September 25<sup>th</sup>, 2010**

**Business Name (if applicable):** \_\_\_\_\_

**Name of Vendor:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_

**Phone (preferred)** \_\_\_\_\_ **(alternate)** \_\_\_\_\_

**E-mail** \_\_\_\_\_ **(highly encouraged for booth confirmation notification)**

**Do you have a canopy?**      **Yes**   **No**      **(circle one)**

**If no, would you like to be placed by a tree if possible?**   **Yes**   **No**   **(circle one)**

**\*We will try to accommodate this request, however all requests may not be granted.**

**Booth Location Request:** \_\_\_\_\_

**\*We will try to accommodate special requests, however booth locations cannot be guaranteed.**

**Check One:**

**Arts and Crafts Vendor:** \_\_\_\_\_

**Homebased Vendor:** \_\_\_\_\_

**Display Vendor:** \_\_\_\_\_

**Food Vendor:** \_\_\_\_\_ **Type of food sold:** \_\_\_\_\_

**Games and Activities:** \_\_\_\_\_ **Size of booth/area:** \_\_\_\_\_

**Description of Booth/Products:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR CHAMBER USE ONLY**

**Date Entry Received** \_\_\_\_\_ **Payment: Check #** \_\_\_\_\_ **Cash** \_\_\_\_\_

**Make checks payable to: Belgrade Chamber of Commerce**

**Send to:      Belgrade Chamber of Commerce  
                 10 E. Main  
                 Belgrade, MT 59714**

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