

Sweetwater Founder's Day 150th Celebration

April 12, 2025

Noon to 6 pm



Thank you for your interest in our Founder's Day celebrating the City of Sweetwater's 150th year! This application is for food, craft, and produce/nursery vendors. Completing the application does not guarantee acceptance. If you have additional questions, please do not hesitate to contact us and be sure to view our website at www.sweetwatertn.gov or sweetwatertn150.com. Also, our facebook pages, Sweetwater Merchants and Property Owners Association Inc and Sweetwater Main Street will have event information.

Best regards,

*Jessica Morgan & Hayley Isbill
jmorgan@sweetwatertn.gov & hisbill@sweetwatertn.gov
Vendor Coordinators- 423.337.6979*

Fees

The Fee is \$75.00 per space. Artisans and crafters fee is \$50 per space. Non-profit groups with a 501 (c) 3 status or local presence of at least 3 years have a reduced rate of \$25.00. Agricultural products (Apples, flowers, herbs, etc) have booth fees available at \$25.00. Non-power spaces are available for \$50. Space is limited, and a limited number of non-profit and agricultural booths will be allowed. We will not accept home improvement, direct sale, or information only/political party or candidate booths at this event. The fee for each space includes the following:

- Vendor space
- Electricity (except non-power spaces)
- Trash Fee
- Sweetwater City Vendor Fee (Does not include health department certification)

No refunds will be issued unless the festival is cancelled. Your space will not be reserved until payment is received.

Safety and Public Health

- Prior to opening and operating, vendors must be in compliance with the following. Any safety hazards must be resolved and corrected prior to opening.
- Each booth is required to have a 2A 10 BC fire extinguisher and comply with fire Marshal codes and regulations.
- An inspection may be done by the City Building Inspector and Fire Chief and Monroe County Health Department.
- Vendors must be in compliance with all safe operating procedures, rules and regulations prior to operating.
- Vendor must comply with State Health Department Regulations. Standard food service practices including hand-washing buckets, hair containment and plastic gloves are festival policy. The Monroe County Health Dept may be reached at 423-442-3993 regarding permits and fees.
- Vendor is responsible for covering and/or taping down all electrical cords, securing awnings, etc, according to safety code and eliminating any trip hazards or other hazards to Festival Guests and staff as well as Vendor's staff.
- LP Gas containers must be anchored with chain to a post or other secure item.

Tax Liability

Vendor is responsible for all applicable state, federal, and local taxes.

Application Deadline

Priority Deadline is March 15th.

If spaces are still available, we will accept applications until April 8, 2025.

We will send an email for your acceptance and another in early April to provide setup instructions.

Set up, Break Down, and Waste Disposal

All vendors are responsible for their own set up, break down, and all needed supplies (for example: tables, chairs, extension cords and fire extinguishers will not be provided by the festival.) Vendors are required to have a garbage can and supply their own garbage bags. All vendors will be responsible for site clean up and removal of surplus products, equipment, oil etc. Vendors are responsible for maintaining a clean, appealing site. Behind the booth is a festival area and should be kept in proper order. Trash should be moved to receptacles and should not be left behind booth space or stacked around the booth. Vendors may set up as early as **10 a.m. on Saturday**.

**With permission from the vendor coordinator, Trucks and Trailers are encouraged to set up on Friday and be left overnight, but Vendor is responsible for the security of their booths. Police will patrol the area, but there is no guarantee of stationed overnight security.

HOLD HARMLESS AGREEMENT AND AGREEMENT TO TERMS AND CONDITIONS

The undersigned hereby releases and agrees to indemnify and hold harmless Sweetwater Merchants and Property Owners(SMPOA), Sweetwater Main Street, Sweetwater Valley Citizens for the Arts (SVCA), the Vendor Coordinator, and the City of Sweetwater, its employees, agents and assigns, and the volunteers for the same regarding any and all liability for damages or injuries to persons or property which the undersigned, his or her agents or employees may sustain while participating in the Festival or any events leading up to the Festival or related to the Festival or related to the Festival. Such indemnification shall include reasonable attorney's fees and costs.

I have read the application and agree to abide the rules or regulations of the Fair as set forth herein and to be subject to the penalties provided for failure to comply. I understand that the Fair, SMPOA, Sweetwater Main Street, SVCA, the Vendor Coordinator, and the City of Sweetwater reserves all rights to refuse participation based on Event guidelines. If these guidelines are not upheld and if I fail to comply timely with any of these rules or regulations I may be barred from participating in the Festivals both this year and for future years and that I may be subject to any fines or penalties set forth in this document, I also hereby consent and authorize the Fair, SMPOA, SVCA, the Vendor Coordinator, and the City of Sweetwater to use film, video, sound recordings, and or photography and written or verbal information supplied by me for the purpose of publicity and or promotion and or advertising. No claim of any nature arising out of, or connected with, said photography, publicity, promotion or advertising will be made by me, my survivors, or assigns.

I understand that all promotion of my items by me must take place within the confines of my booth. I further understand that there are no refunds or rain checks. The duplication or use of any trademarks or logos belonging to the festival is strictly prohibited.

I have read and agree to all the regulations stated above and in consideration of applying for the Fair agree to be contractually bound to the same. I understand that if litigation is necessary to enforce the terms of this contract that the Fair, SMPOA, SVCA and the City of Sweetwater shall be entitled to recover from me their reasonable attorney's fees and litigation costs.

Company Name (Please print) _____

By (Signature) _____ Date _____

This application, fees and supplemental materials should be submitted to:
Sweetwater 150th Founder's Day, PO Box 267, Sweetwater, TN 37874

Sweetwater 150th Founder's Day Vendor Application Form

Company Name _____ Contact Name _____

Mailing Address _____ Email Address _____
City _____ State _____ Zip _____

Work or Cell Number _____

Please describe prior Festivals/Events Experience _____

Describe all products to be sold: _____

List your facebook page, Instagram, and website here: _____

LOCATIONS:

Please select preferred location- all areas are highly visible with activities throughout the festival.

Main Street

Number of Spaces desired _____

Main Street Marketplace _____ **Depot/Visitor's Center**

Number of Spaces desired _____ Number of Spaces desired _____

Specify the type of electrical hookup you will need:

NONE _____ (Some Non power spots are highly visible if you can use a generator or battery powered device, you may get a better spot.)

Standard Outlet:

1 (one) 20 AMP 120 Volt 3 Prong Plug _____

1(one) 30 Amp Plug _____

1 (one) 50 AMP 240 Volt 4 Prong Plug _____ OR 1 (one) 50 AMP 240 Volt 3 Prong Plug _____

If we no longer have power spaces left, do you want to participate and use a generator? _____

If additional power hookups are available, vendors will be able to rent an additional 20 AMP for \$25.

Do you want to set up early? If so, when? _____

Are you operating out of a Trailer _____ Please specify size of trailer including the tongue of the trailer _____

Are you operating out of a Tent _____ Please specify size of tent _____

Please submit along with this application and hold harmless agreement:

- Application Fee- \$75 per powered space & \$50 per non-powered space. See rules for agriculture/non-profit rates.
- A copy of your Menu and Pricing for the event (your specialty items)
- Photos of your display including signage and any additional information (if available)
- A copy of your Certificate of Insurance

Signature of Owner/Operator

You will receive a confirmation email if registering online and paying through Paypal. Around April 1, we will send a vendor acceptance email with instructions and setup information. We reserve the right to reject any and all vendors without providing a reason. But the #1 Rule is – Don't be rude! If you can't work well with others, please do NOT register for this event.