



## LIBERTY FESTIVAL - July 5th, 6th, 7th, 2024

### **LOCATION:**

The Liberty 4<sup>th</sup> of July Festival will be held on the courthouse square in the middle of beautiful, historic Liberty, Indiana located south of Richmond, Indiana on US 27.

### **FESTIVAL HOURS:**

Friday, July 5, 2024; 3pm-11pm, Saturday, July 6, 2024; 9am-11pm, Sunday, July 7, 2024; 11am- 6pm.

### **BOOTH SPACE:**

All booth sites are outdoors on grass areas measuring approximately 15x15'

Vendors must confine themselves, their wares, and equipment to their assigned space.

Booth displays must be constructed to withstand crowds and wind.

- A vendor is limited to two (2) booth spaces (where available).
- Demonstrations are encouraged but must be confined to the booth space.
- Booth assignments are at the sole discretion of the Festival Coordinators and are not transferable.
- Every effort will be made to honor specific location request, however, current vendors taking advantage of early bird registration are given first right-of-refusal on their current spaces.
- This is an **OUTDOOR** festival. Vendors must supply their own shelter, tables, chairs, displays, and any additional supplies needed for the sale of their products.
- WE DO NOT PROVIDE CASH OR CHANGE DURING THE FESTIVAL.

**BOOTH FEES:** The regular booth fee is \$60.00 for the July 5-7, 2024.

- **Refunds will not be issued for cancellations.**
- There will be **NO REFUNDS** in the event of inclement weather.
- No spaces can be guaranteed reserved until fee is paid.
- \$30 will be charged to you if your check is returned as insufficient.

### **ELECTRICITY:**

Electricity is available to certain booth spaces for an additional fee. Vendors must provide their own 100ft extension cord. "Sharing of electricity & gas powered generators are strictly prohibited on festival grounds. The additional cost of the electricity is: \$30 for 110v and \$50 for 220v. Any 220v hookups will have to be reserved in advance. If you need wired direct you will be receiving an additional invoice from UCDC.

### **FOOD VENDORS:**

You will need a temporary food service permit. Please call the Union County Health Dept. (765-458-5393) **prior** to the festival to get one. You will not be able to sell any food or drinks without this! Also if you are doing any deep frying, you are required to have a Class "K" fire extinguisher. This will be enforced!

### **SET-UP PROCEDURES:**

Festival vendors can begin setting up on Friday, July 5, 2024 beginning at 11am, Booths need to be ready by 3pm. Vendors are required to visit the registration booth prior to set up.

### **TEAR DOWN PROCEDURES:**

4<sup>th</sup> of July vendors: Sunday, July 7, 2024, at 6pm. Once your booth is completely broken down and ready to haul out, you should go to the registration booth to sign out. Nothing should be left on your site.