



Vendor Application for the 43rd Annual High Springs Pioneer Days Festival

April 27th and 28th, 2019

WE ACCEPT APPLICATIONS FROM MERCHANDISE VENDORS FOR CRAFTS, FINE ARTS, PLANTS AND FLOWERS AND COMMERCIALY PRODUCED MERCHANDISE.

WE ALSO GIVE DISCOUNTS FOR MULTIPLE SPACES.

High Springs was incorporated in 1892. Those pioneering families, some of whose decedents still live here today, will be honored during this celebration.

We will have shoot-out re-enactments, family entertainment, a Heritage Village with multiple individual demonstrators and other displays; Native American dance circle demonstration and cultural displays, the High Springs Historical Society Museum and pioneer era style music performed live by local artists.

While celebrating our heritage, we also include aspects of a present-day spring festival, including a Kids Korral, a large Food Court, various contests and a wide variety of vendors.

We advertise the event widely through print, broadcasting, and social media venues.

We hope you'll join us!

IF YOU HAVE QUESTIONS/COMMENTS PLEASE DO NOT HESITATE TO CONTACT US.

High Springs Chamber of Commerce
386-454-3120 ★ chamber@highsprings.com ★ www.highspringschamber.com
www.Facebook.com/HighSpringsChamberofCommerce

43rd ANNUAL PIONEER DAYS APPLICATION – April 27th & 28th, 2019

For Office Use Only:
 Category: _____
 Booth #: _____

PLEASE PRINT :

Name (Owner/Contact): _____
 Business Name: _____ FL Sales Tax #: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Day phone: _____ Evening Phone: _____ Fax: _____
 Website: _____ ***E-mail:** _____
 Description of Booth Activity: _____ ***EMAIL is required in order for us to contact you .**

Would you like to request the same booth as last year? Y / N Booth # _____

Will you be using a generator?
 Y / N
 Note: Must be a Honda "ultra-quiet"

What are your lodging plans while you are in High Springs?
 _____ Home _____ Friend/Relative _____ Hotel/Motel _____ Bed & Breakfast
 _____ Campground _____ Other: _____

How many nights will you be staying in High Springs? _____

Check ONE to indicate Category

FEE SCHEDULE

_____ Tractor / Farm Equipment Show Entry NO FEE
 _____ Heritage Village - demonstrations only NO FEE
 _____ Heritage Village – demonstrations and selling items \$50

ALL MERCHANDISE VENDORS – PER 12' x 12" SPACE

_____ Craft	\$100 for one space/ \$75 for additional spaces	} x _____ spaces x _____ spaces x _____ spaces x _____ spaces
_____ Fine Art		
_____ Plant/Flowers		
_____ Commercially Produced		
_____ Merchandise		

10% discount to High Springs Chamber of Commerce Members – list below*

_____ Business Expo	\$100 - per 12'x12'space	} x _____ spaces x _____ spaces
_____ Business Expo - HS Chamber members	\$ 50 - per 12'x12 space	

SALE OF THE FOLLOWING NOT ALLOWED

Fake cigarettes
 Silly string
 Stink bombs

Items with illegal drug related items on them

Items with vulgar language or symbols

PLEASE MAKE CHECKS PAYABLE TO HIGH SPRINGS CHAMBER OF COMMERCE

PLEASE BE SURE TO INCLUDE 7 % SALES TAX IN YOUR PAYMENT!!

TOTAL DUE

Subtotal (Booth Fees): \$ _____

*10% HS Chamber Member Discount: _____

7% Sales Tax: _____

Total Amount Enclosed: \$ _____

APPLICATIONS MAILED AFTER MARCH 31ST MUST BE MADE BY MONEY ORDER OR CERTIFIED CHECK. PLEASE DO NOT MAIL CASH.

I have read the Event Rules & General Information and agree to abide by these rules. I understand that failure to observe said rules may result in expulsion from the event. I agree that I will not hold the High Springs Chamber of Commerce and/or the City of High Springs responsible for any accident, injury, and/or lost or stolen articles.

Signed: _____ Date: _____

Please keep the rules/etc.for your records and mail the fully completed application and other required information to:

High Springs Chamber of Commerce - Pioneer Days
 P.O. Box 863 – High Springs, FL – 32655

For more information call (386) 454-3120 or email chamber@highsprings.com

Website - www.highspringschamber.com

Facebook - www.facebook.com/highspringschamberofcommerce

SECTION 1

SECTION 2

SECTION 3

FILLING OUT YOUR APPLICATION

SECTION ONE

1. Please fill out all required information. Put N/A when an item is not applicable.
2. Please give a brief but specific description of the type of activity that will be taking place at your booth (Examples: Selling handmade silver jewelry; selling handcrafted beaded jewelry; selling southwestern pottery; selling original design children's clothing; selling western style hats and accessories; selling baseball caps; selling ladies hats) **BE AS SPECIFIC AS POSSIBLE.**
3. Please indicate if you would like the same booth as last year, but please understand that you are NOT GUARANTEED the same spot. Event staff will make the final decisions for booth placement.

SECTION TWO

1. This information helps us obtain additional funding to help us promote Pioneer Days.

SECTION THREE

1. You must decide which category you fall under and check only ONE category:
 - a. **Antique Tractor or Farm Equipment Exhibitor** – *Turn-of-the-Century preferred, designated area will be setup. It is encouraged that you be with your exhibit during hours not only to monitor visitors but to answer questions.*
 - b. **Heritage Village** – *Historic demonstrator/vendor located within the Heritage Village area.*
 - c. **Merchandise Vendors** – *Craft, Fine Art, or Commercially Produced Merchandise.*
BE SURE TO MARK THE CORRECT CATEGORY FOR YOUR PRODUCT
(fake cigarettes, silly string, stink bombs, items with illegal drug related items on them and items with vulgar language or symbols NOT ALLOWED.)
 - d. **Plant/Flower** – *Plants, flowers, seedlings, etc.*
 - e. **Business Expo**- *An opportunity to display and pass out information about your business. Samples and/or product may not be sold. **NO FOOD or BEVERAGE may be given away by Expo vendors.***
2. Merchandise vendors that are members of the High Springs Chamber of Commerce will receive a 10% discount on their fees. This DOES NOT apply to the already reduced Expo fees.

IN ADDITION TO YOUR APPLICATION:

The following items are **REQUIRED** to make your application complete. Applications received without the following items will be returned:

1. **Heritage Village** – Photo of your exhibit.
2. **Craft** – 3 photos; 1 of the craft items, 1 of the booth display, and 1 of the crafter creating the craft.
3. **Fine Art** – 3 photos; 1 of the art items, 1 of the booth display, and 1 of the artist creating the art.
4. **Plant/Flower/Organic** – 3 photos; 1 of the items, 1 of the booth display, and 1 of the vendor with the items
5. **Commercially Reproduced Merchandise** -3 photos; 1 of the items, 1 of the booth display, and 1 of the vendor with the items
6. **Local Business Expo** – Photos and info on your business along with a photo of your booth display

APPLICATIONS MAILED AFTER MARCH 31st ,2019 MUST BE MADE BY MONEY ORDER OR CERTIFIED CHECK.
PLEASE DO NOT MAIL CASH.
APPLICATIONS WITH CASH MAY BE SUBMITTED IN PERSON AT THE CHAMBER OFFICE.

Please direct all applications and inquiries to:
High Springs Chamber of Commerce - Pioneer Days
P.O. Box 863 – High Springs, FL – 32655

For more information:
call - (386) 454-3120
email - chamber@highsprings.com
visit our Website – www.highspringschamber.com
visit our Facebook page - www.facebook.com/highspringschamberofcommerce

43rd Annual Pioneer Days in High Springs - April 27TH & 28TH, 2019

EVENT HOURS: Saturday, 9:00 a.m. – 5:00 p.m.
Sunday, 10:00 a.m. – 4:00 p.m.

VENDOR REGISTRATION AND SETUP: Friday: 1:00 p.m. – 8:00 p.m.
Saturday: 6:00 a.m. – 8:00 a.m.

Located near the High Springs Historical Society Museum

**You MUST sign in at the booth located near the HIGH SPRINGS HISTORICAL SOCIETY MUSEUM.
THERE WILL BE NO EXCEPTIONS !!**

**You WILL NOT be able to enter the Event Area without first signing in.
This is a safety measure for the protection of everyone involved with the event.**

EVENT RULES

1. All vendors must be set up by **9:00 a.m.** on Saturday.
2. All vendors must attend **BOTH DAYS** of the event.
3. Vendors are responsible for sales tax collection and payment.
4. All prices must be displayed in a professional manner.
5. No large and/or disruptive pets allowed in exhibitor areas.
6. No parking is allowed in exhibitor areas during show hours.
7. **Vendors may not drive their vehicles in the festival area FOR ANY REASON during events hours** – if an emergency arises during event hours contact Event personnel for assistance.
8. Exhibitors/Vendors: Please leave parking spaces near show grounds open for visitors – they are your customers!
9. Vendors are responsible for bagging all garbage created at their booth. Bagged trash will be picked up daily by event staff. **Please be considerate of our volunteers!!**
10. **NO FOOD or BEVERAGES may be sold or given away by merchandise vendors unless it is a “crafted” or pre-packaged food item such as: fudge, jams, dips, sauces etc. If you are not sure, PLEASE ASK.**
11. Be prepared to protect your merchandise in case of rain. *A threat of bad weather is not considered an adequate reason to leave the event early.*

GENERAL INFORMATION

1. Individual spaces are 12' x 12'. Please purchase additional booth space if you require it.
2. The High Springs Chamber of Commerce reserves the right to accept or decline applications for any reason. A full refund will be issued to any not accepted. You will receive an accept/decline letter w/in 30 days of application receipt. Vendors misrepresenting themselves with their items will be asked to leave the venue. No Refunds.
3. **Applications postmarked after March 31th, 2019 MUST include a money order or certified check. There are NO refunds for cancellations after this date.**
4. CRAFTERS and FINE ARTS will be judged and ribbons and prizes will be given for these categories only. Judging takes place on Saturday morning. Awards will be presented before Noon on Saturday.
Be sure to mark the correct category on your application in order to be considered in that category by the judges.
5. All vendors are responsible for setup and take-down of their booth, as well as any supplies needed for the event.
6. ONLY ultra-quiet generators will be allowed.
7. Overnight security is provided on Friday and Saturday nights only. However, the Chamber and the City of High Springs will not be liable for items lost, stolen, or otherwise damaged.
8. Event Personnel will be in charge of the physical placement of the vendor during the event. Although we make every effort to accommodate personal requests, the vendor must abide by the decision of the Event Personnel.
9. **Electricity, water or ice are NOT PROVIDED.** Please make other arrangements.
10. Exhibitors will confine their display and activities to their assigned booth space (12'X12'). Exhibitors will not take up additional space without first consulting the Event Director. Your booth should not interfere with your neighbor's booth. The Event Director will have the final say.
11. Communication is primarily via email and phone. PLEASE be sure to include current info for both items.
12. If you have any problems/questions, please contact the Event Staff immediately. We are here to ensure a safe and profitable event for all concerned. Event Staff decisions are final on all matters.