



34th Annual Beef & Music Festival

Friday, May 6, 2016

5pm – 10pm

Barham-Sowers Field at Blessed Sacrament Huguenot Catholic School

Vendor Application Information

Fees & Details:

- **\$75 for each** 10'x10' space (FREE for Huguenot Academy or BSH Alumni)
- Event is held rain or shine with no refunds. No pets allowed except service dogs.
- The festival will assign spaces to each vendor.
- Vendors are responsible for needs such as tables, tent, chairs, etc.
- We are not able to provide manpower to help vendors set-up or break-down.
- Vendors must purchase meal tickets if they wish to eat the food provided at the festival.
- **Please note – This event draws around 800-1000 people!**

Set-Up & Take-Down: Set up is Friday afternoon beginning at 3pm. Vendors will be allowed to drive their vehicles to the assigned vendor spaces for unloading but vehicles must be moved no later than 4:30pm to designated parking area. Take-down may begin at 8:30pm but vehicles may not be driven into the festival area until 10pm.

Electricity: No electricity is available. Generators are not allowed.

Vendor Requirements:

- At 10pm all vendor areas must be clean with all trash created by vendor bagged for removal.
- You must display your VENDOR PARKING PASS in your vehicle at all times. This pass will be mailed to you after your application and vendor fee has been received.

Vendor Parking:

- The parking pass you receive in the mail is REQUIRED for entrance into the festival area and is limited to ONE (1) vehicle per vendor.



- Vendors must display the parking pass in the driver's side dash board at all times during entrance and parking at the festival.
- Please lock your vehicle in the parking area. Blessed Sacrament Huguenot Catholic School is not responsible for vehicle contents.

Ticket Information: Vendors do not need tickets to be on the festival premises. If vendors wish to eat the food provided to paying attendees, they must purchase meal tickets.

Tickets are as follows:

21+ Meal & Beer - \$100 (includes 2 meal/beer tickets and 1 raffle ticket)

BBQ Meal ONLY - \$20 (includes 1 meal only ticket)

Chicken Tender Meal ONLY - \$15 (includes 1 meal only ticket)

Insurance: We expect vendors to have their own liability insurance. Vendors must accept full responsibility for their own negligent and other wrongful acts and omissions. The Festival committee and Blessed Sacrament Huguenot Catholic School will not be responsible for injuries, losses or damage of any kind.

DEADLINES & Payment: To reserve your space, please return your application AND vendor fee with checks payable to "BSH" with "Beef & Music vendor" in the memo line ASAP!

The deadline for vendors is 5pm, Wednesday, April 20.

Contact Information:

Please contact Grace Creasey, Director of Development at Blessed Sacrament Huguenot Catholic School, via email gcreasey@bshknights.org or phone (804) 598-4211 ext. 515 with any questions or concerns.

Please mail all completed applications and vendor fees to:

Grace Creasey
Blessed Sacrament Huguenot Catholic School
2501 Academy Road
Powhatan, Virginia 23139



Vendor Application

Return this page of the application with your check made out to "BSH" to:

Grace Creasey
Blessed Sacrament Huguenot Catholic School
2501 Academy Road
Powhatan, Virginia 23139

*Please write "Beef & Music vendor" in the memo line of your check.

Business Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Please describe what you will be selling.

Please answer the following questions.

How many spaces are you requesting? ☐ One (1) ☐ Two (2) - @\$75 each

Are you a Huguenot Academy or BSH Alumni? ☐ Yes (Class year:____) ☐ No

Does the Beef & Music Festival have your permission to list your company's name in printed media and on our website in our list of vendors? ☐ Yes ☐ No

Do you have a website you would like for us to use for print media and/or on our website?

Please list here: _____

I have read the 3 pages of this application - **MUST SIGN HERE:** _____