



2525 Burgess Gower Rd, Springfield, TN 37172 • 615-382-4470

Dear Merchant:

We are pleased you have chosen to participate in the 2017 Coopertown Barrel Festival and are excited to have you involved in this annual event! The date for this year's festival is **Saturday, June 3, 2017, 10 a.m. to 4 p.m.**, rain or shine, with the Barrel Fest 5 Miler kicking off the event that morning at 7:00 a.m.

- For the 2017 Coopertown Barrel Festival, the price paid for one (1) 10'x10' booth is \$40 when registering by March 31, 2017. "Booth" consists of **booth space only** on Old Coopertown Rd. No partitions or electricity will be offered at this event. We ask that you respect our residents and surrounding property by not driving stakes in the ground or roadways and by keeping booth areas free of trash. Merchants are responsible for their own tables, chairs, outdoor tents, electricity, etc.
- Merchants will need to officially **check-in** with the Coopertown Barrel Festival staff at the South festival entrance (Battle Creek Rd and Old Coopertown Rd) between 7 a.m. and 8 a.m. on Saturday, regardless of whether or not you are fully set up. Due to the number of vendors involved this year, **early set up is also available on Friday, from 12 p.m. to 8 p.m.** We encourage our local vendors to drop off any items by vehicle on Friday and cart/dolly as many remaining items possible on Saturday morning to prevent traffic delays on our narrow festival road. Security will be on site overnight. However, you alone are held responsible for all personal property at the festival.
- Each vendor will receive one (1) "Vendor Parking Pass" upon check-in. Please place this in the dashboard of your vehicle. Vendor parking spaces are limited and available on a first-come, first-served basis. For your convenience, we will provide a suggested vendor parking lot and directions to each entrance of the festival as the date nears. Please keep in mind when entering the festival site, since your booth will take up one lane of traffic, **vehicles must travel in one direction only--from South to North (from Battle Creek Rd to Woods Rd) on Old Coopertown Road**—in the best interest of safety.

Enclosed is your 2017 Coopertown Barrel Festival Contract **due March 31st**. Please sign and return by fax, mail, or e-mail.

- Your booth number may be found on the festival booth map (to be e-mailed as festival date nears). **If you have questions or concerns regarding the location of your booth and/or suggested vendor parking lot, please contact us immediately.** If you did not submit a pre-registration form along with a \$40.00 booth deposit, payable to the Town of Coopertown, this non-refundable fee is due with your signed contract by March 31, to hold your booth spot. Beginning April 1, booth fees are \$65 for each booth space reserved.

Should you have any questions, please email us at [barrelfest@coopertowntn.org](mailto:barrelfest@coopertowntn.org) or [chairmancdc@charter.net](mailto:chairmancdc@charter.net). This is by far the quickest and most efficient way to communicate with the Coopertown Barrel Festival staff outside our facebook pages Coopertown Community Development Committee, Coopertown Barrel Festival and Barrel Fest 5 Miler. You may also call us at (615) 382-4470 ext. 214 between the hours of 7:30 a.m. and 5 p.m., Monday -Thursday, and 8 a.m.-3 p.m. on Fridays.

We look forward to working with you and celebrating a successful annual event for the community!

Valorie Buck, Chairman

Coopertown Community Development Committee/Coopertown Barrel Festival



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## 2017 FESTIVAL BOOTH CONTRACT

Booth/Company Name: \_\_\_\_\_ Last Year's Booth# \_\_\_\_\_

Merchant Name(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address (IMPORTANT: Most communication will be conducted via e-mail.) /Website: \_\_\_\_\_

Number of 10'x10' Booth Spaces Requested: \_\_\_\_\_

Merchandise Description (*must be completed*):

I agree to indemnify and hold harmless Coopertown Barrel Festival, and its Board, the Community Development Committee, and the Town of Coopertown for any and all losses, damages or otherwise to any goods or personal property which I, or my assistants, may bring on or about the festival premises (including but not limited to the parking lots, roadways, and all other premises referred to generally as the "Coopertown Barrel Festival") and/or the booth leased by me, and likewise for any personal injuries which might be inflicted by and/or sustained by me, my assistants, or any customers either within the area of the booth space leased by me, or anywhere on or about the festival. I expressly agree to be responsible for security at my booth and to keep the area within the booth free of any debris, obstructions or other hazards which might result in injury to the public. I agree that I am responsible for my own insurance and understand that a copy of my policy may be requested by the Town of Coopertown.

I agree to allow Coopertown Barrel Festival to publish any **photographs** of me or my booth for publicity purposes.

I understand that Coopertown Barrel Festival reserves the **right to cancel** this contract by giving written notice at least fifteen days prior to the date of Coopertown Barrel Festival, in which case the booth fee shall be returned to me.

I understand that by returning this contract by March 31, 2017, along with my non-refundable \$40 booth fee (if not submitted with pre-registration form), I do reserve my booth for the 2017 Coopertown Barrel Festival to be held Saturday, June 3, 2017 from 10 a.m. to 4 p.m, rain or shine. I understand that in the best interest of safety, "rain or shine" means that no vehicles are allowed within the festival site until the close of the event, following 4 p.m., when pedestrians have cleared the area, despite the weather. I understand that this **\$40 fee covers one space only**. (Additional monies are required for each additional space.) Merchants are responsible for their own tables, tents, chairs, electricity and other equipment necessary for the outdoor festival. Beginning April 1, all booth registrations will incur an additional \$25 per booth. If the date of this contract follows April 1, 2017, I will include \$65 for each booth space reserved.

Merchant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_