



# *Craft and Commercial Vendor Application*

The Annual Heartnut Community Festival will be September 9, 2017 at Johnson County Park in Nineveh, Indiana. This yearly tradition brings thousands of people from around the state for a day of music, food, crafts and family fun. We have a limited number of craft and commercial booth spaces available for interested parties.

Guidelines for Vendors are listed below. If you are selected to be a vendor for the Heartnut, you must adhere to these guidelines and policies. **Please read them carefully.**

- Booths must be set up completely before 8:00AM on Saturday, September 9, 2017, and all vehicles must be removed from the festival area by 8:30AM on Saturday. No exceptions to this policy will be made for any reason. The event hours are from 9:00AM-8:00PM. Your booth must remain open until 5:00PM; feel free to remain open until 8:00PM since we will still have activities in the event area until then.
- Pets are not allowed at the Heartnut, unless they are a properly identified service animal.
- We will have continuous security beginning on Friday at 9:00PM. However, Johnson County Parks and Recreation Department is not liable for any loss, theft, or damage coincident with your participation in this festival.
- Booth locations will be assigned Friday, September 8, between 4:30PM and 8:00PM. You may choose to come in earlier and can check into the park office before 4:00PM to get your site. Saturday morning check-in opens at 6:30AM. Locations may not be changed without permission of the Festival Coordinator.
- There is a non-refundable fee for each booth space you wish to reserve. Handmade craft vendors have a rate of \$25 per booth space. Commercial and business vendors have a fee of \$40 per booth space. We have a limited number of electric sites that can be reserved for an additional \$10 fee.
- Vendors must furnish their own tables, chairs, canopies, and other fixtures for their booth. They must be responsible for setting them up and tearing them down during the appropriate times.
- The deadline for vendor applications is September 1, 2017.
- All vendors and their assistants must display a Heartnut Festival parking tag on their vehicle at all times.
- Campsites are available at the Johnson County Park RV Campground and Tent Area. Fees are \$16 per night for 30-AMP camping and \$10 per night per tent in these spaces. You **MUST** make reservations and pay in advance if you wish to take advantage of these spaces. To reserve a site, please call us at 812-526-6809. These sites go extremely fast!

To apply to be a vendor, please complete the attached application form and return it, with your payment, to:

Heartnut @JCP  
PO Box 246  
Franklin, IN 46131

Make your check payable to *Johnson County Park* or you can pay in cash, in person at the Johnson County Parks and Recreation Office at 2949 E. North Street, Nineveh, IN. You may also take advantage of our credit card payment option for a small fee. If your application is not accepted, we will return or destroy your check.

# 2017 Heartnut Craft and Commercial Vendor Application

Please complete this application thoroughly and neatly and return it to the Johnson County Parks and Recreation Department office. You can mail it to *Heartnut @ JCP, PO Box 246, Franklin, IN 46131* or return it in person to the Johnson County Parks and Recreation Department office. For more info, contact Kevin at [kleonard@co.johnson.in.us](mailto:kleonard@co.johnson.in.us).

<b>Booth Name</b>					
<b>Name</b>					
<b>Phone</b>		<b>Email</b>			
<b>Address</b>					
<b>City</b>		<b>State</b>		<b>Zip</b>	
<b>Description of items to be sold or promoted.</b> Please include a website or provide pictures if possible.					
<b>Set-up Description.</b> Please outline briefly what type of booth set-up you would like to bring. (Canopy, tables, chairs, sound?) Do you have any special needs in terms of mobility or other?					
<b>Names of all assistants coming.</b>					
<b>Approximate price range of items to be sold.</b>		\$		to	\$
<b>Booth Type</b>	<input type="radio"/> Craft Vendor (\$25) <input type="radio"/> Commercial Vendor (\$40)				
<b>Electricity</b>	<input type="radio"/> Non-electric <input type="radio"/> Electric (\$10 added to your booth fee, per booth site.)* <small>*Please contact Kevin to find if there are any electric sites available. They go quickly.</small>				
<b>Total Due.</b>	Non-refundable if your application is accepted.				\$

I further agree to indemnify and hold Johnson County Commissioners, Johnson County Soil and Water, and the Johnson County Parks and Recreation Department harmless upon any claim brought by any person whatsoever based upon damaged property or personal injury, and to pay on behalf of the Johnson County Parks and Recreation Department any damages for either property damage or personal injury occurring as a result of my performance of this agreement, unless said claim or damages are based upon the negligence of the Johnson County Parks and Recreation Department.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_