



**RIDES • SHOWS • FOOD • VENDORS**

## VENDOR/EXHIBITOR APPLICATION

**Saturday, April 27, 2019, 10 a.m. - 3:30 p.m. (Rain or Shine)**  
 Gwinnett Chamber: 6500 Sugarloaf Pkwy., Duluth, GA 30097  
[www.GwinnettFamilyFest.com](http://www.GwinnettFamilyFest.com)

*Unless otherwise indicated, booth fees are for a 10 x 10 section of the festival only. No tables, tents, chairs or electricity are included in these fees. An option to rent these items is offered below and must be requested and paid for no later than April 15. There will be no rentals available the day of the event.*

### GWINNETT CHAMBER MEMBERS

	Prior to 3/1/19	After 3/1/19	How Many?
<input type="checkbox"/> Business/Craft/Merchandise	\$65	\$80	_____
<input type="checkbox"/> Nonprofit booth 501(c)3	\$55	\$70	_____
<input type="checkbox"/> Food vendor (if selling food)	\$90	\$105	_____

### NON-CHAMBER MEMBER

	Prior to 3/1/19	After 3/1/19	How Many?
<input type="checkbox"/> Business/Craft/Merchandise	\$85	\$100	_____
<input type="checkbox"/> Nonprofit booth 501(c)3	\$75	\$90	_____

### NON-CHAMBER MEMBER FOOD VENDOR

	Prior to 3/1/19	After 3/1/19	How Many?
<input type="checkbox"/> Cart (5 x 5 space)	\$75	\$100	_____
<input type="checkbox"/> Tent (10 x 10 space)	\$150	\$175	_____
<input type="checkbox"/> Truck (10 x 15 space)	\$200	\$250	_____

*All food vendors must submit a menu of items being offered along with item pricing.*

### ADDITIONAL ITEMS

		How Many?
<input type="checkbox"/> 6-foot table	\$14	_____
<input type="checkbox"/> Folding chair	\$4	_____

*If reserved, table/chairs must be picked up at vendor check in and moved to space by vendor.*

Business Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Email \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Website \_\_\_\_\_

You are a (Please choose one):  Local Business  Nonprofit  Handmade/arts/crafts  Other

Description of items to be displayed and sample pricing if selling (this MUST be completed):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If more than one booth, would you like them:  Together  Separate

Do you have a generator?  Yes  No

Please note any special requests (i.e. near restrooms, away from loud noise, etc.) \_\_\_\_\_

\_\_\_\_\_

## GWINNETT FAMILY FEST RULES & REGULATIONS

**About Gwinnett Family Fest:** Hosted by the Gwinnett Chamber of Commerce, the Gwinnett Family Fest promises a day to bring together all aspects of our wonderful community, including our families, nonprofits and local businesses. Our attendees can look forward to a day of shopping and great food from vendors with FREE family-style entertainment, FREE rides, FREE children's activities and FREE giveaways thanks to our generous sponsors. Promotion of the festival will include all chamber publications, social media, event calendars, local partners, our 2,200 member businesses and our Gwinnett community partners. There is no admission to the festival for families. Gwinnett Fest is held in the Gwinnett Chamber of Commerce parking lot, located next to the Infinite Energy Arena.

**Booth Spaces:** Each booth space is 10x10 in size. Only corner booth will guarantee access from more than one side of your booth. All vendors and participants are required to provide their own set-up, including table, chairs, coverings and tents. Items are available for rental and will only be at the festival for you if you indicate this on the application and pay the applicable fee. Chamber members receive a discounted rate, but are limited to one space at this rate. If additional spaces are desired, the regular vendor rate will apply to any additional booths after the first one.

**Table and Chair Rental:** If table and chairs are reserved, you must pick them up at the chamber booth the morning of the festival and get them to your spot on your own. Vendors are responsible for returning them to the chamber booth at the conclusion of the event. A valid Georgia driver's license will be required, held and returned when all items are returned in the same condition in which they were given.

**Refunds/Cancellations:** Refunds, less a \$25 fee, will only be given for cancellations made prior to 3/1/19. After which, no refunds will be given. The festival will take place rain or shine and there are no refunds or rain-checks due to inclement weather or failure to show up for the festival.

**Selling or Distributing Food/Water/Soda:** Only Food Vendors are permitted to sell or distribute any food, water or soda. All food and drink concessions accompanying such a function are, by definition, Temporary Food Service Establishments. It is the vendors' responsibility to ensure that they are properly licensed prior to the scheduled opening of the event. Any establishment failing to obtain a valid food establishment permit will be enjoined from operating at the event. Should any food vendor be removed from the festival due to improper permits, the booth fee will be forfeited and no refunds will be issued. If you have any questions, you may contact Gwinnett Environmental Health Services 455 Grayson Highway, Suite 600, Lawrenceville, GA 30046 Phone: 770.963.5132 [www.gnrhealth.com](http://www.gnrhealth.com). No glass bottles or alcohol may be brought onto the grounds.

**Special Requests:** Any special requests or needs MUST accompany your application. i.e. handicapped accessibility, distance from music, proximity to children's rides, distance from food, etc. It is very difficult to accommodate these requests at the time of your arrival and we most likely will not be able to do so at that time.

**Set-up:** Set up is on 4/27/19, please arrive no earlier than 7 AM and check in at vendor registration in the Gwinnett Chamber parking lot. It is highly recommended that you park your vehicle just outside the grounds and walk to the check-in. Festival staff will be stationed at the entrance and will point you to the best entrance for your location. Vendors are asked to unload their vehicles and then park prior to beginning set-up. Set-up should be complete by 9:30 AM. All vehicles will need to be clear of the festival area no later than 9:30AM. NO EXCEPTIONS.

**Breakdown:** The festival ends at 3:30 PM, ABSOLUTELY NO VEHICLE IS PERMITTED ON THE GROUNDS UNTIL AFTER THAT TIME! NO EXCEPTIONS! If a vendor needs to leave the festival for any reason prior to 3:30 PM, they will be required to carry their items from their space to where their vehicle is parked. Vendors are requested to immediately begin breaking down their booth at the conclusion of the event as the lot being utilized will need to re-opened as soon as possible. These rules are in place to ensure the safety of the attendees on the day of the event and will be strictly enforced. Vendors and exhibitors are responsible for leaving a clean area when they exit the festival. Trash cans are located throughout the festival and a dumpster is on premises.

**Vendor Exclusivity:** No vendor has product, service or item exclusivity. Please make sure you are very specific about what merchandise you sell, so every attempt can be made to distance you from a like vendor.

**Parking:** The festival grounds connect to the Infinite Energy Arena parking lot and vendors and attendees will have ample space to park there.

By signing below, I/We, the undersigned, representing the business, organization or individual indicated, confirm that I have read and understand the attached 2018 GWINNETT FAMILY FEST RULES, REGULATIONS & GUIDELINES and agree to abide by them. I/We further agree to indemnify and hold harmless the Gwinnett Chamber of Commerce, its officers, directors, agents, employees, volunteers, sponsor organizations, tenant organizations and persons acting in their behalf & the County of Gwinnett from and against any and all claims by representatives of the business, organization, or individual, including their customers, and from and against all costs, counsel fees, expenses and liabilities incurred in connection with any such claim, action or proceeding brought there from.

Total Due: \_\_\_\_\_ Payment Type:  Visa  MasterCard  AMEX  Check: Payable to Gwinnett Chamber  
Account/Card #: \_\_\_\_\_ Name on Card: \_\_\_\_\_  
Billing Address: \_\_\_\_\_ Exp./Date: \_\_\_\_\_ CCV: \_\_\_\_\_  
Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SPACE IS NOT CONFIRMED UNTIL PAID IN FULL AND YOU HAVE RECEIVED AN EMAIL CONFIRMATION.

Applications can be emailed to: [info@GwinnettFamilyFest.com](mailto:info@GwinnettFamilyFest.com) (if paying by credit card), hand delivered or mailed to:

Gwinnett Chamber of Commerce, 6500 Sugarloaf Pkwy., Duluth, GA 30097 or you may register online at [www.GwinnettFamilyFest.com](http://www.GwinnettFamilyFest.com). Please call 678-672-2562 with any questions.

For Office Use Only:

Received on: \_\_\_\_\_ Total Amount: \_\_\_\_\_ Chamber Member: \_\_\_\_\_ Assigned Space: \_\_\_\_\_