

SPACE APPLICATION
Battle of Pleasant Hill Inc.
ATT: Vendor Coordinator- Dawne Smith
568 Sandstone Circle
Zwolle, La 71486

NOTE: This is an application for space...NOT a guarantee for a space!

IMPORTANT: All exhibitors/concessionaires must contract! Deposits will not be accepted with application. Enclose a current photo of your display unit or stand. Application does not guarantee space.

NO APPLICATION WILL BE CONSIDERED WITHOUT A CURRENT PHOTO OF YOUR OPERATION!
Please indicate which area you will be serving from.

Name of Business: _____

Represented by: _____ Telephone: (_____) _____

Mailing Address: _____ Zip: _____

E-mail: _____ Fax: _____

Have you ever participated in the Battle of Pleasant Hill? _____ yes _____ no _____ year.

PLEASE CHECK THE APPROPRIATE SPACES:

Exhibit Concession Space used for the purpose of selling merchandise or service.
 Food Concession Space used to sell food and beverages.

Electricity: YES _____ NO _____ If yes: AMPS _____ VOLTS _____

Water: YES _____ NO _____

Space size desired: Front Footage: _____ ft. Depth _____ ft.

Do you have your own insurance? Yes _____ No _____ (Battle of Pleasant Hill Inc. and Gene Poimboeuf additionally insured is required)

PRODUCT(S) YOU INTEND TO EXHIBIT OR SELL: PLEASE LIST IN DETAIL ON THE BACK SIDE OF THIS APPLICATION.

(*Please provide us with the menu you plan to use for our event if you are a food vendor)**

References:

1. _____
2. _____
3. _____

Please complete and return to above address:

Date Application Submitted:

Signature of Application:

*****PLEASE READ THE ENCLOSED BOOTH RULES.**
*****COMPLETE THE APPLICATION AND RETURN by February 7, 2020.**
You will be contacted to let you know if your application has been approved.
Your Payment for your vender spot will be due by March 4, 2020.
NO LATE PAYMENTS

THE ENTRY FEE FOR A VENDOR SPACE IS AS FOLLOWS:

Food or Exhibit Concessions	\$100 WITHOUT ELECTRICITY \$150 WITH ELECTRICITY (110 VOLTS) \$175 WITH ELECTRICITY (220 VOLTS)
Arts and Craft Exhibit Concessions	\$55 WITHOUT ELECTRICITY \$75 WITH ELECTRICITY (110 VOLTS)
Arts and Craft Exhibit Concessions Inside Battle Hall with AC	\$100 With ELECTRICITY (110 VOLTS)

ALL BOOTHS NEEDING ELECTRICITY, INCLUDING ALL EXENSIONS TO FRYERS, CROCK POTS, SKILLETS AND MICROWAVES, MUST HAVE AT LEAST A 60 AMP BREAKER AND A #8 LINE FROM THE BOOTH. NO BOOTH WILL BE ALLOWED TO SET UP WITHOUT THE PROPER EQUIPMENT. VENDORS ARE RESPONSIBLE FOR CONNECTING THEIR 220 ELECTRICITY.

SPACES WILL BE ASSIGNED ON A FIRST PAID BASIS. NO CASH OR CHECKS WILL BE ACCEPTED ON THE DAY OF SET UP.

What we need from you:

- Completed application
- Photo of your display unit or stand with indication of where you will be serving from if you are a food concession vendor
- Copy of current health inspection permit
- Copy of insurance policy INCLUDING(Battle of Pleasant Hill Inc. and Gene Poimboeuf) is required.

Application is due February, 2020. After we have received your application we will let you know if you have been approved for the 2020 Battle of Pleasant Hill.

RETURN TO:
BATTLE OF PLEASANT HILL
C/O Dawne Smith
568 Sandstone Circle
Zwolle, LA 71486
or
e-mail: dawne142@gmail.com

If you have further questions, please call Dawne Smith at (318) 602-7932.

BATTLE OF PLEASANT HILL

Vendor Rules

ALL BOOTHS NEEDING ELECTRICITY, INCLUDING ALL EXENSIONS TO FRYERS, CROCK POTS, SKILLETTS AND MICROWAVES, MUST HAVE AT LEAST A 60 AMP BREAKER AND A #8 LINE FROM THE BOOTH. NO BOOTH WILL BE ALLOWED TO SET UP WITHOUT THE PROPER EQUIPMENT. VENDORS ARE RESPONSIBLE FOR CONNECTING THEIR 220 ELECTRICITY.

SPACES WILL BE ASSIGNED ON A FIRST PAID BASIS. NO CASH OR CHECKS WILL BE ACCEPTED ON THE DAY OF SET UP. BOOTH SPACE RENT AND ELECTRIC FEE MUST BE PAID IN ADVANCE WITH THE APPLICATION NO LATER THAN March 1, 2020.

ONE PARKING PASS WILL BE ASSIGNED PER VENDER.

1. VENDORS MAY CHECK IN AND SET UP APRIL 11, 2020 FROM 9 AM TO 5 PM IN FRONT OF THE BATTLEFIELD HALL. PLEASE DO NOT ENTER GROUNDS OR SET UP A BOOTH BEFORE THE DESIGNATED TIME.
2. BOOTHS MUST BE REMOVED FROM THE GROUNDS AFTER CLOSING SUNDAY. EACH VENDOR IS RESPONSIBLE FOR KEEPING THEIR AREA CLEAN AT ALL TIMES. TRASH SHOULD BE PLACED IN THE DUMPSTERS PROVIDED. ANY VENDOR WHO DOES NOT COOPERATE WILL NOT BE INVITED BACK.
3. BOOTH SPACES WILL BE ASSIGNED BY THE RE-ENACTMENT COMMITTEE.
4. EACH ORGANIZATION SHOULD DISPLAY A SIGN THAT IDENTIFIES THEIR BOOTH.
5. EACH ORGANIZATION WILL BE RESPONSIBLE FOR SET UP AND REMOVAL OF ALL EQUIPMENT. STAKES SHALL NOT BE DRIVEN INTO THE ASPHALT.
6. EACH ORGANIZATION IS RESPONSIBLE FOR ITS OWN SALES AND CHANGE FUND. COMMISSION WILL NOT BE CHARGED ON SALES. THE PAYING OF LEGAL SALES TAX IS REQUIRED.
7. ALL REASONABLE CARE WILL BE EXERCISED. NEITHER THE AMERICAN LEGION NOR THE BATTLE OF PLEASANT HILL COMMITTEE WILL BE HELD LIABLE FOR LOSS OR DAMAGE TO ANY PERSON OR THEIR BOOTHS.
8. ELECTRICITY WILL BE AVAILABLE. A 60 AMP BREAKER IS REQUIRED AND A #8 LINE FROM THE BOOTH. ELECTRICIANS WILL BE ON HAND TO ENSURE INSTALLATION IS DONE PROPERLY. IF SAFETY REQUIREMENTS ARE NOT FOLLOWED, THE BOOTH WILL NOT HAVE ACCESS TO ELECTRICITY.
9. LIMITED WATER HOOK-UPS WILL BE AVAILABLE. ICE WILL BE AVAILABLE TO PURCHASE AS NEEDED.

THANK YOU FOR YOUR COOPERATION AND FOR YOUR PARTICIPATION IN THE BATTLE OF PLEASANT HILL.

I HAVE READ THESE STATEMENTS OF THE REQUIREMENTS FOR SET UP OF A BOOTH. I AGREE TO ABIDE BY THESE REGULATIONS FOR THE BENEFIT OF ALL CONCERNED. I FURTHER UNDERSTAND THAT IF I DO NOT ABIDE BY THE REGULATIONS, I WILL NOT BE ASKED TO PARTICIPATE IN THE BATTLE RE-ENACTMENT FESTIVAL NEXT YEAR.

SIGNATURE _____
DATE _____

