



# Food Vendor – Non-Profit Reservation Form

The Guinea Jubilee celebrates the heritage and culture of an area in the southeast corner of Gloucester County known as Guinea. Volunteers who help plan this event want to promote a positive image and create a sense of community spirit as well as contributing to the historic conservation of this unique area.

***Reserve your Non-Profit Food Space early for the  
33<sup>RD</sup> ANNUAL GUINEA JUBILEE  
September 28 & 29, 2012 - Abingdon Ruritan Complex – Bena, Virginia (RAIN OR SHINE)  
Registration form with fee is due by August 31, 2012***

The reservation fee for a non-profit food vendor space is \$200 (12' X 16' tent). **A late fee of \$300 will be charged after the August 31<sup>st</sup> deadline.** The reservation fee is **non-refundable**. Reservation forms received after the August 31<sup>st</sup> deadline will be accepted on a space-available basis only. We will try not to turn anyone away, but we cannot guarantee size, location, or condition of the assigned space after the deadline.

Grounds open at 7:30 A.M. both days. Activities begin at 3:00 P.M. on Friday and run until 10:00 P.M. We ask that you set up by 2:00 P.M. on Friday and by 8:00 A.M. on Saturday. Closing time is up to each group, but **no vehicles will be allowed in the festival field before 10:00pm on Friday and 9:15pm on Saturday. In addition, all areas must be cleaned and vacated by 10:30pm on Saturday evening.** Although overnight security is provided, the Guinea Jubilee Committee is not responsible for lost or damaged property.

The Guinea Jubilee Committee reserves the right to prohibit the sale of items if multiple vendors bring duplicate food items for sale. This will be enforced reasonably and on a case by case basis. The Guinea Jubilee Committee also reserves the right to prohibit the sale of any items (i.e. satanic, items that are violent or disruptive) it deems inappropriate for this family-oriented event.

**NO parking will be allowed inside the festival grounds.**

**\*\*\* Please see page 2 for additional requirements for participation. \*\*\***

**No Unattended booths will be allowed.**

**No pets will be allowed in the festival area.**

**Mail Form To: Guinea Jubilee Committee - Attn: Charlie Twomley, P.O. Box 411, Bena, VA 23018  
Questions? Call Charlie Twomley, (804) 642-9293**

----- Return the Portion Below -----

Name of business or group \_\_\_\_\_  
Name of contact individual \_\_\_\_\_  
Address \_\_\_\_\_ Phone # Day \_\_\_\_\_ Night \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
Email Address \_\_\_\_\_  
Type of foods to be sold (please list all menu items to avoid duplication among vendors) \_\_\_\_\_  
\_\_\_\_\_

PLEASE INCLUDE COPY OF HEALTH PERMIT AND INSURANCE CERTIFICATE WITH APPLICATION. No one will be allowed to set up at the festival if health permit and insurance certificate have not been provided.

**Please make checks payable to GHA**

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**For Guinea Jubilee use only:**

**PAID – Cash \_\_\_\_\_ Check# \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_**

## **ADDITIONAL INFORMATION FOR VENDORS**

\*\*\* Please keep this portion of the application for reference purposes. \*\*\*

Your space will be assigned and reserved for you only upon receipt of your reservation form including payment as well as your health permit and insurance certificate.

The reservation fee is non-refundable.

You must have at least \$1,000,000 of insurance.

Set-up and festival times:

Friday – set-up by 2:00pm; festival runs from 3:00pm-10:00pm

Saturday – set-up by 8:00am; festival runs from 9:00am-9:15pm

You **MUST** bring heavy-duty extension cord(s) and a generator if you need electricity.

You **MUST** have a fire extinguisher in your booth or tent.

Prices **MUST** be displayed in the front of your booth or tent.

**NO** vehicles will be allowed in the festival area after the opening hours each day or before 10:00pm on Friday and 9:15pm on Saturday.

**NO** pets will be allowed in the festival area.

**NO parking will be allowed inside the festival grounds.**

Although overnight security is provided on Friday night, the Guinea Jubilee Committee is not responsible for lost or damaged property.