



Covington Cork and Pork Festival

Vendor Guidelines

Thank you for your interest in vending at the 6th Covington Cork and Pork Festival. Please read the guidelines below and complete the application on the second page. Olde Town Covington reserves the right to limit the number of vendors selling identical items. Potential vendors are encouraged to review approved vendors prior to submitting the application to check for duplication. You will be notified of your acceptance as a vendor within two weeks of your submittal.

Arts/Crafts and Business Vendors:

- Set Up – Vendors are permitted to begin set up at 9:00 am on Friday, June 23rd. Spaces will be assigned upon arrival.
- Event Hours – Each vendor booth must be open and staffed during the following hours:
Friday, June 23, 2017 – 12:00 PM – 9:30 PM
Saturday, June 24, 2017 – 10:00 AM – 9:00 PM
- Admission – Once set up is complete, vehicles must be moved out of the vending area for the duration of the event. Vehicles will be permitted in the vending area to restock, but must be removed within one hour of the opening of the event.
- Condition of Exhibit – Craft vendors will be permitted one 20' x 20' space for each \$50.00. Spaces do not include tents, tables, or chairs. The Covington Cork and Pork Festival shall have the sole discretion to reject vendors whose work has been deemed not suitable for inclusion in the event. Electricity is not provided, but vendors are welcome to bring generators that are quiet and non-polluting. Please note there is limited electricity and those would be predetermined and do pay a fee.
- Items – No flea market or garage sale items will be allowed to be sold.

Food Vendors:

- Electricity is not included in the cost of the rental. Generators are permitted and are the sole responsibility of each vendor. Generators must be quiet and non-polluting.
- All vendors must secure a VA Department of Health temporary vending license. This must be obtained prior to the festival and submitted to Covington Cork and Pork Festival. All vendors are responsible for their own inspection by the VA Department of Health on the day of the event.
- Each food vendor will be allowed a 20' x 20' space for their booth for each \$50.00.
- Event Hours – Each vendor booth must be open and staffed during the following hours:
Friday, June 23, 2017– 12:00 PM – 9:30 PM
Saturday, June 24, 2017 – 10:00 AM – 9:00 PM
- Vendors are permitted to begin set up at 9:00 am on Friday, June 23rd. Spaces will be assigned upon arrival.



WAIVER OF LIABILITY: Inconsideration of your accepting this entry, I the above signed, intending to be legally bound, hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against Olde Town Covington, Alleghany Highlands Chamber of Commerce, Event Sponsors, their representatives, successors, and assigns for any and all injuries suffered by me in this event. Further, I hereby grant full permission to Olde Town Covington, Alleghany Highlands Chamber of Commerce, Event Sponsors and/or agents authorized by them, to use any photographs, videotapes, recordings, or any other record of this event for legitimate purpose.



Vendor Application 2017

Company Name:		
Company Contact Name:		
Mailing Address:		
City:	State:	Zip Code:
Daytime Phone:	Cell Phone:	
Email Address:		
Vendor Web Address (if available):		

Arts and Crafts Vendors ONLY:

Please check the Arts & Crafts items you will be selling. (Check all that apply)

Basketry	Candles	Carvings	Ceramics
Clay	Dolls	Fibers	Floral Crafts
Folk Art	Furniture	Glass Crafts	Jewelry
Leather Crafts	Metal Work	Mixed Media	Needlework
Oils/Acrylics	Painting	Photography	Pottery
Quilting	Sculpture	Textile	Woodworking
Other:			

Food Vendors ONLY:

Please list the food items you will be selling. (Be as specific as possible.)

Number of 20' x 20' Spaces _____ (\$50.00) per 20' x 20' space-Total Cost - \$_____

(Checks should be made out to Olde Town Covington)... **Limited Electric may be available for an additional \$50.00 fee, please inquire.**

Please complete application and mail along with payment to:

David Bryant, Contest Organizer
 Covington Cork and Pork Festival
 333 W. Locust Street
 Covington, Virginia 24426
 540-968-3561
dbryant@covington.va.us
www.covingtoncorkandpork.com