



## COVINGTON CORK AND PORK FESTIVAL 2019 VENDOR GUIDELINES

Thank you for your interest in vending at the 8<sup>th</sup> Annual 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 a.m. on Friday, June 21<sup>st</sup>. Spaces will be assigned upon arrival. After unloading of materials, parking will be required in designated parking area only. You will be provided a parking pass for a designated area.
- Event hours – we would like each vendor booth to be open and staffed during the following hours:  
**Friday, June 21, 2019 – 12:00 p.m. to 10:00 p.m.**  
**Saturday, June 22, 2019 – 11:00 a.m. to 9:00 p.m.**  
Covington Cork and Pork Festival will not be responsible for items left unattended.
- Condition of Exhibit – Craft vendors will be permitted one 20' x 20' space for \$50.00 each. 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.

### 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. Very limited power may be available for food vendors only at a cost of \$50.00 per receptacle used.
- 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 \$50.00 each.
- Event hours – each vendor booth must be open and staffed during the following hours:  
**Friday, June 21, 2019 – 12:00 p.m. to 10:00 p.m.**  
**Saturday, June 22, 2019 – 11:00 a.m. to 9:00 p.m.**
- Vendors are permitted to begin set up at 6:00 p.m. on Thursday, June 20<sup>th</sup>. Spaces will be assigned upon arrival.



**COVINGTON CORK AND PORK FESTIVAL  
2019 VENDOR APPLICATION**

**Company Contact Name:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Daytime Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**ARTS/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 payable to Olde Town Covington)

Please complete application and mail along with payment to:

David Bryant, Contest Organizer  
Covington Cork and Pork Festival  
333 W. Locust Street  
Covington, VA 24426  
Phone: 540-968-3561  
Email: [dbryant@covington.va.us](mailto:dbryant@covington.va.us)