

Ranson Festival and Car Show
S. Mildred St. and 3rd Ave., Ranson, WV 25438
Saturday, June 3rd, 2023, 10:00 a.m. to 4:00 p.m.

Vendor Registration

Craft Vendors 10x10 Space - \$45 Food Vendor - \$80
Craft Vendors 10x10 Space with electric - \$55 Food Vendor with electric - \$100

Size of Trailer or space: _____ Amps Required: _____

Ranson resident's: Craft Vendor: \$25 Food Vendor: \$50 If registered by May 19th, 2023
Proof of residency is required.

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Type of Crafts or Business: _____

Description of Products: _____

Website: _____

Email Address (required): _____

Contact Info:

Phone: H) _____ W) _____ C) _____

Number of spaces needed: _____

Amount enclosed: _____ (make checks to Ranson CVB)

Signature: _____ **Date:** _____

(Your signature indicates acceptance of Vendor Participation Rules)

Ranson CVB, 216 N. Mildred St., Ranson WV, 25438
If you have any questions? Please call (304) 724-3862 or email dmcclure@ransonwv.us
or eburlett@ransonwv.us

Vendor Rules and Regulations

Registration begins February 1st, 2023, Deadline: May 19th, 2023
Event Information available: www.ransonwv.us or Ranson CVB Facebook

Setup/Tear down:

- Be ready to go by 8:30 a.m.
- Set up is off the roadway.
- There is no vehicle to access to the event area after the specified times.
- No late arrivals or your space will be forfeited
- Show is over at 4:00 p.m. (if you tear down before you will not be invited back)
- Vendor shall clean up booth space and remove all trash from the area.

Rain or Shine:

- Ranson Festival & Car Show is held rain or shine. If the City would cancel the festival due to extreme weather or other extreme circumstance, then refunds will be given. There will be no rain date.

Equipment:

- Exhibitors/vendors are required to supply their own tent/canopy and all equipment/supplies including tables, chairs, and display exhibits.
- Staking into the pavement, tying canopy/ tents to trees or anchoring to buildings are NOT permitted.
- A minimum of 40lbs weight per canopy/tent leg is required for all canopies/tents. Failure to anchor tents with minimum weight requirements will result in immediate removal from the event.
- The exhibitor shall maintain a clean and safe operation for the full duration of the event. The exhibitor shall clean up the assigned booth site and remove all trash.
- Exhibitors are expected to comply with all the federal, state, and local laws, rules and regulations, and shall possess all appropriate licenses, permits, and other required documentation.

Displays and Exhibits

- All displays, storage, and activity must be confined within the designated space and not extending beyond the space assignments.

Insurance/Permits

- All food vendors are required to obtain a permit from the Jefferson County Health Department prior to submitting your registration form. To obtain your permit call the health department at 304-728-3309. Be reminded that it takes approximately 30 days for your permit to be processed. Please submit a copy of your food vendor permit with your registration.
- All food vendors will provide liability insurance.