



2024 TOBACCO & HERITAGE FESTIVAL

*The Logan County Chamber of Commerce Would Like to Invite
All of our Non-Profits, Info & Business Advertising Vendors
to Set Up Once Again at Logan County's Largest Event of the
Year...Our 64th Annual Tobacco & Heritage Festival!*

EVENT INFO:

Who: Non-Profit, Information and Business Advertising Vendors
When: Saturday, October 12, 2024, begins at 9:00a and ends at 4:00p
Where: On the Square in Downtown Russellville, Logan County, KY.
Contact: Logan County Chamber of Commerce, Hours: Mon-Thurs 8a-5p, Fri 8a-3p, Phone: (270)726-2206
Email: executive.assistant@loganchamber.com, Website: www.tobaccofest.org
Attendance: Previous Estimated Festival Attendance is 20,000-25,000!

BOOTH FEE & INFO:

Business Advertising or Information Booth: Fee is \$30 per 10'x10' space if your application is received by Fri, September 27th. If received after this date, the fee is \$40 per 10'x10' space. This is for any business wishing to advertise products or services or for any political candidate or elected official distributing materials.

Non-Profit Booth: There is **NO FEE** for registered non-profit organizations to set up. Spaces are 10'x10" as well.

You will need to provide everything you need to set up including tables, displays and tent if desired. **Be prepared for all weather conditions as well, as there are NO REFUNDS.**

HEALTH DEPT. PERMIT:

If needed, a temporary permit is available at the Health Dept. You are responsible for obtaining this permit and posting it in view on day of festival. For questions, please call the Health Dept at (270) 726-8341. (This should pertain only if you are selling away edible treats/food items.)

LOCATION ASSIGNMENTS:

Location assignment will be determined according to the amount of spaces needed and the date your application is received. There are a limited number of spaces available. **There will be no access to electricity.**

You must be set up and ready to go by 9:00 a.m. The show is from 9:00a to 4:00p. As a courtesy to other organizations set up around you, we ask that you **DO NOT TAKE DOWN YOUR BOOTH UNTIL 4:00 PM!** You will need to unload merchandise from your vehicle and move it immediately to allow other vendors the same courtesy. You may park in the Market Square Parking Lot, located across the street, behind the Courthouse. There is **absolutely no parking** in the Truist parking lot (at the corner of Winter & 4th Street), in the Courthouse parking lot or on Winter Street (beside the Courthouse), on N. Main Street between Riley White and First Southern Bank (this is for emergency vehicles), or on E. 4th Street near the Electric Plant Board (this is the Kid's Zone area).

REGISTRATION:

Please complete the enclosed form and return with your check made payable to the Logan County Chamber. Booth assignments are on a first come first served basis with the exception that if you had a space last year that you would like to be at again, you have first choice on that spot until Sept. 27th. Confirmation on space assignments will be sent by late September. Addresses must be legible and complete (including city, state, and zip code) as well as email address in order to send the confirmation letter and map.

Our volunteers are the greatest...please treat them with the respect they deserve!



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NON-PROFIT, INFORMATION &
ADVERTISING BOOTH
APPLICATION

Yes, I will be able to attend the Tobacco & Heritage Festival on Saturday, October 12, 2024, in Russellville, KY. I have read and understand the accompanied letter of invitation carefully and agree to abide by all requirements. I also hereby release the Logan County Tobacco & Heritage Festival, and any and all of its representatives, from any and all damages, loss or cost to person and property resulting either directly or indirectly from the use of the premises and/or from the exercise of the privileges granted by this permit and shall hold from any and all claims resulting there from.

I understand that the cost of each 10' X 10' space is \$30 through Sept 27th and \$40 if received after this date. I also understand that there will be no access to electricity and that I must provide everything I need to set up on Festival day, including but not limited to: tables, tent and displays, if desired. Non-Profit Organizations are able to set up FREE of charge, but registration and Federal Tax ID is required.

My check for \$ _____ is enclosed to reserve _____ 10'x10' space(s).

Name: _____ Phone: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

(Confirmation letters with location map will be sent by EMAIL. Please make sure and fill out legibly!)

The Tobacco & Heritage Festival Committee Reserves the right to determine in which area you will be placed.

Type of Booth: **NON-PROFIT** Fed Tax ID# _____ - _____ **INFO** **ADVERTISING**

Please list *in detail* the type of items you will have on display, handing out, or promoting:

Additional Comments: _____

SIGNATURE: _____ **Date:** _____

Please make checks payable to the **Logan County Chamber** and send in with this form to:

Logan County Chamber of Commerce
116 South Main Street
Russellville, KY 42276

Thanks for your participation and we look forward to seeing you in October!

FOR OFFICIAL USE ONLY: Paid: \$ _____ CA/CK/CC Date: ____/____/____	<u>2023: Booth #</u> 	<u>2024: Booth #</u>
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