



2026 CONCESSIONS VENDOR INFORMATION & APPLICATION

The Logan County Chamber of Commerce Would Like to Invite You to Set Up at Logan County's Largest Event of the Year... Our 70th Annual Tobacco & Heritage Festival!

EVENT: 2026 Logan County Tobacco & Heritage Festival on the Square in Russellville, KY.

DATE: Saturday October 10, 2026 from 9:00-4:00 pm and/or 4:00pm-10:00pm

VENDOR FEE:

No Electricity: \$400.00 for non-members and **\$300.00** for chamber members.

Electricity Needed: \$500.00 non-members and **\$375.00** for chamber members.

If you are interested in joining the Logan County Chamber of Commerce as a member, please contact Jo Hatfield at executive.assistant@loganchamber.com or visit loganchamber.com. As a chamber member you will be the first notified about other events throughout the year.

Spaces are up to 30 feet long. Spaces over 30 feet will have an additional charge of \$125.00 per 10 feet needed. If we deem the space you request considerably larger than what we are allowing each vendor, you will be charged the additional fee.

Please return completed application, proof of insurance, event menu, and concessions fee to:

**Logan County Chamber of Commerce
116 S. Main Street, Russellville, KY 42276**

Past vendors can reserve their previous year's space until July 31, 2026. After this date, new vendors may be assigned.

OCCUPATIONAL LICENSE: Enclosed is a registration for Occupational License form from the City of Russellville. In order to have a vendor's stand, an occupational license registration must be on file with the City of Russellville. Please be sure to fill out all parts of the registration form so that there will be no delays in processing it. This License is effective for one year. If there are questions regarding the application and/or license, please call the Russellville City Hall at (270) 726-5002. Return your occupational license registration application along with \$25.00 to:

**City of Russellville, Dept. of Finance
P.O. Box 434, Russellville, KY 42276**

HEALTH DEPARTMENT PERMIT: A temporary permit application is enclosed. You are responsible for purchasing this permit, filling it out, and returning it. The cost of a temporary permit is \$60. Please read all enclosures pertaining to food services and adhere to all rules. If you have any questions concerning the permit, you may reach the Environmental Department at 270-726-8341, 8:00am – 9:30am. Please return your temporary permit, permit fee, and copy of your Festival application to:

**Logan County Health Department
151 South Franklin Street, Russellville, KY 42276**

Along with your application, please include the following:

EVENT MENU: For planning purposes, **please submit a complete menu with prices that you will be presenting to your customers on festival day.** This will ensure a variety of food selection and fair pricing among vendors. **Submitted menu and prices need to be clearly displayed for customers on the day of the event.** Please keep in mind that once prices are submitted that this will be the required selling price on Festival day.

CERTIFICATE OF INSURANCE: Concessions vendors must have an insurance policy in place on festival day. Please provide a copy of your insurance for our office to have on file.

Please keep in mind the following information:

WATER: There are **ABSOLUTELY NO WATER HOOK-UPS** available for vendors on festival day. Please bring your own water for all washing, cooking, cleaning, etc. as required.

ELECTRICITY: If electricity is needed, please note your ***specific requests*** on the acceptance reservation sheet. We have a limited number of outlets, and they will be assigned on a first come, first served basis. There will be no alteration of electrical services once confirmed. Please note the fee increase for electric.

TRASH: You must provide your own trash receptacles. Dumping of trash, wastewater or other liquids, such as grease, is strictly prohibited. **DUMPING SUBJECT TO \$1,000 PER DAY FINE FOR AS LONG AS THE VIOLATION EXISTS, PER CITY OF RUSSELLVILLE ENVIRONMENTALIST.**

LOCATION ASSIGNMENTS: Location assignments will be determined according to the amount of space needed, the date your application is received, and the electrical availability. There are a limited number of spaces available. There will also be a select number of food specialties allowed. Vendors that participated the previous year will be allowed to set up in the same spot, if reserved by July 31, 2026. Vendor confirmations will be emailed to applicants in September.

SET-UP: Concessions vendors may begin set-up at 6:00am and must arrive by 7:00am to be ready for customers by 9:00am. The Square will shut down to traffic at 8:00am and no cars will be allowed entrance. Vendors are asked to remain at the festival until 4:00pm. You are welcome to remain on the square selling until the end of Festival (approx. 10:00pm) if you wish.

The crowd for the festivities during the Tobacco & Heritage Festival is estimated to be 35,000. We hope that you will choose to be a part of the Festival. If you have any questions regarding this letter or questions about the Tobacco & Heritage Festival, please contact the Chamber at (270) 726-2206.

**No refunds will be given. There will be no rain location.
Come prepared to set-up outside, rain or shine.**

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

**Logan County Chamber of Commerce – 116 S. Main St., Russellville, KY 42276
Phone: (270) 726-2206 Email: executive.assistant@loganchamber.com**



2026 CONCESSIONS VENDOR APPLICATION

Name of Responsible Party or Business Owner: _____

Name of Business or Group: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Event Day Phone: _____ Email _____

IS ELECTRICITY REQUIRED? *NO electricity over 220/50* ☐ YES ☐ NO

Answer the following for **each** plug in/outlet you will need:

Volts	110 or 220	Amps	_____	Plug Type(s)	_____
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Along with your food truck or trailer, please list everything that will be setting in your space and the amount of space needed (example: tables and tent with food trailer, 30 ft.):

Time: ☐ 9:00am-4:00pm ☐ 4:00pm-10:00pm ☐ All Day 9:00am-10:00pm

Please be prepared to unload your food trailer, and other set up items, and park your vehicle elsewhere. Pickup trucks, etc. will not be allowed in the concession area after set-up.

Please check that you have included the following with Completed Application:

- ☐ Menu of **ALL ITEMS** that you will be selling and **SELLING PRICE** for festival day.
- ☐ Current Certificate of Insurance on file for 10/10/26.

No refunds will be given. There is no rain location. Come prepared to set up outside, rain or shine.

Yes, I will be able to attend the Tobacco & Heritage Festival on Saturday, October 10, 2026 in Russellville, KY. I have read your 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 personal 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 have read and understand the enclosed sheet containing a list of items I must have on hand the day of operation from the Health Dept. My check for \$300/\$375 (member rate) or \$400/\$500 (non-member rate) is enclosed.

Signed: _____ Date: _____

**We must have your application by July 31, 2026 with a copy of your
Certificate of Insurance and Menu. We hope to see you there!**

OFFICIAL USE ONLY:

DATE REC: _____ BY: _____ AMT PAID: _____ TYPE: _____ MENU: _____ INS: _____