



Trigg County Country Ham Festival

P.O. Box 503
Cadiz, KY 42211-0503

Telephone: (270) 522-8756, Ext. 32

A Cadiz Renaissance on Main Promotional Event

_____, 2017

Dear Vendor:

Enclosed is your Contract for the 41st Annual Trigg County Country Ham Festival. The Festival will again be a 2-day Festival on Main Street; however, the Carnival and Booths will be open at West Cadiz Park on Sunday. If you would like to move to a space in Section K at the Park on Sunday, contact us.

PLEASE REMEMBER: It is **YOUR** responsibility to **READ the entire Contract**, and **ALL Exhibits**, and to **ABIDE by ALL terms and conditions**. If you would like to have a different space from last year, please send a note with your PAYMENT (shown on contract) and SIGNED CONTRACT. **IF** the space, or a space in the requested area, is available after previous vendors return their contracts, we will move you and send a notice with any additional fees.

IF WE DO NOT RECEIVE YOUR CONTRACT AND FEE BY THE DUE DATE, WE WILL ASSUME YOU ARE NOT ATTENDING. If your contract is **postmarked after** the **due date**, you **MUST INCLUDE the LATE FEE with your payment**, and realize the space indicated on your contract **may have already been re-assigned**. You will be assigned a new space, but it could be at **any location**. **NOTE: NO CONTRACTS FOR RETURNING OR NEW VENDORS WILL BE ACCEPTED AFTER SEPTEMBER 30, 2017.**

FOOD VENDORS - located in the Food Courts in Sections C and D: YOU HAVE SPECIFIC CHECK-IN INSTRUCTIONS ENCLOSED. **PLEASE READ AND FOLLOW CAREFULLY!**

ALL OTHER VENDORS (including Food Vendors on Main Street): **YOU ARE NOT ALLOWED TO CHECK IN and SET-UP UNTIL AFTER 4:00 p.m. PRIOR TO SETTING UP, You MUST CHECK IN with the HAM FESTIVAL COMMITTEE PERSON IN YOUR AREA to receive your Vendor Packet, and CONFIRM your FINAL LOCATION.** If you **OWE ANY FEES, YOU MUST check-in and pay - CASH or MONEY ORDER ONLY - PRIOR to set up at the HAM FESTIVAL COMMITTEE INFORMATION BOOTH #81** located across from the Justice Center. **YOU MUST BE WITHIN YOUR SPACE AS MARKED WITH TAPE ON THE SIDEWALK - approximately 20 feet in length. If you do NOT check-in and/or set up in the wrong spot YOU WILL HAVE TO MOVE.**

If you have questions at the Festival, go to the Committee Information Booth #81 DURING Booth Hours.

If you have any questions, please call (270) 522-8756, ext. 32, and leave your name, booth name, telephone number, and briefly your question. Someone will return your call as soon as possible.

We look forward to seeing you in October! And, remember - We need your cooperation to help us have a safe, clean, and family oriented Festival!

Sincerely,

Melissa S. Noel
Booth Chairperson

