

## Jackson Area Chamber of Commerce

500 Commerce Street, Jackson, AL 36545

Telephone 251-246-3251 Fax 251-246-3213

Website [jacksonalabama.org](http://jacksonalabama.org), Email [jacksonchamber@bellsouth.net](mailto:jacksonchamber@bellsouth.net)

### **Application and Entry Fees:**

1. Booth Fee: A fee of \$50 will be charged for a 12' x 12' space. An accepted and paid application is commitment to show and no refund will be made for cancellation or inclement weather. If your trailer is larger than 12' x 12' an additional \$10 will be charged.
2. Obtaining Applications: Additional applications for the event may be obtained by calling, emailing or submitting an application online to the Jackson Area Chamber of Commerce.
3. Application Due Date: The deadline to submit an application to the Jackson Fall Festival is Friday, October 8, 2010. **A late fee of \$10 will be charged for any exhibitors signing up after the due date.**
4. Absolutely no applications will be accepted after October 22, 2010.

### **Guidelines:**

1. The show will be from 9 a.m. to 4 p.m. All food vendors are encouraged to bring generators. All vendors must bring their own extension cords. Make sure that all extension cords are long enough to reach the power source.
2. All food vendors are encouraged to set up their booths on Friday, November 5, 2010. If you choose to set up on Friday you must get your booth information from the Chamber by 4:30 p.m.
3. Set-up begins at 7 a.m. on Saturday, November 6, 2010. All exhibitors will need to pick up their information packets from the Chamber staff. All set up must be done and vehicles moved from the food area no later than 8:30 a.m. No vehicles are allowed in the food vendor section.
4. All exhibitors must provide their own canopies, chairs, tents, etc and should be prepared for inclement weather.
5. Booths must be placed in the designated space and no booths can be changed. No booth/trailer should be placed in any area without consulting the Chamber staff.
6. Sales tax must be paid to Clarke County, the City of Jackson and the State of Alabama. Tax forms and instructions will be included in your information packet. You are responsible for reporting your own taxes.
7. **Non-compliance with the Fall Festival Food Guidelines may eliminate the exhibitor from future show.**