



Booth Application

Pennsboro Country Roads Festival

September 6-8, 2018

Name: \_\_\_\_\_

Business Name (If Applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Type of Merchandise sold: \_\_\_\_\_

Inside Booth: \_\_\_\_\_

Outside Booth Dimensions: \_\_\_\_\_  
(send picture if available)

Ride Name: \_\_\_\_\_  
(description of ride: \_\_\_\_\_)

Information below for Outside Vendors

If food concessions, which side is serving window:

Right  Left  Both Sides  Rear

Water Required:  Yes  No

Electrical Requirements: 110  220

Amount Enclosed: \_\_\_\_\_

Return this form with remittance to:

Pennsboro Country Roads Festival  
c/o Brittany Swathwood  
PO Box 116  
Pennsboro, WV 26416

# Booth

# Application



September 6-8, 2018

# 39th Annual

# Pennsboro

# Country

# Roads

# Festival

# Pennsboro, WV

**FESTIVAL DATES:**

**September 6-8, 2018**

**Location:Pennsboro Rails to Trails (At Depot)**

**Pennsboro, WV**

**Festival Hours:**

September 6(Thursday)  
4:30 pm to 10:00 pm

September 7 (Friday)  
4:30 pm to 11:00 pm

September 8 (Saturday)  
12:00 noon to 11:00 pm

**Booth Prices**

(Prices are for all three days)

**Craft and Flea Market**

20' x 20' - \$30.00

**Food Vendors**

20' x 20' w/110 plug in & water -  
\$50.00

20' x 20' w/220 plug in & water -  
\$60.00 (Limited availability)

**Rides**

\$100 20' x 20' Area  
Certificate of Insurance must  
accompany Booth Application

Booth Fees are NOT refundable after  
8/31/18. Add \$10 late fee per space.

**Application deadline: August 18<sup>th</sup>,  
2018**

**To Reserve Space**

To reserve booth space for the 2018 Pennsboro  
Country Roads Festival, complete the attached  
application after a phone approval and mail it with  
the appropriate fee to:

Pennsboro Country Road Festival  
c/o Brittany Swathwood  
PO Box 116  
Pennsboro, WV 26415

Make checks payable to:

Pennsboro Country Roads Festival

**NO Alcoholic Beverages Allowed**

**IMPORTANT VENDOR INFORMATION**

1. Booth spaces reserved on a "First come, First serve" basis.
2. All booth spaces are outside. No pre-constructed booths available on site. Vendor must provide and/or erect own booth. Protection (plastic, canopy, canvas, etc.) from sun and inclement weather is responsibility of the vendor.
3. Water hook-ups and electric receptacles will be provided. Vendors requiring water are expected to have adequate water hose to meet their needs. Hose must meet specifications of the Ritchie Co Dept or Health. Vendors must provide adequate UL approved heavy-duty electric cords to meet their needs.
4. Each food vendor must be equipped with a OSHA approved fire extinguisher.
5. Booth area will be accessible Wednesday September 5<sup>TH</sup> 2018 from (9:00 am to 9:00pm) All BOOTHS MUST BE IN PLACE BY 4:00 PM on September 6<sup>TH</sup>.

6. Booth must remain open until 11:00 pm on Saturday
7. Vendors must have restocking or booths complete and vehicles removed from booth area one-half hour prior to daily opening hours.
8. Vendors are NOT permitted to sell pornographic materials, objectionable material or explosive devices. The Festival Committee reserves the right to ban the sale of questionable items.
9. It is the Vendors responsibility to have all required permits available for inspection by Health Department.
10. Food vendors must submit a specific menu and price list with application. The Festival Committee reserves the right to approve menu items available in case of duplications. Prices must be competitive. Applications without menu and price list will be rejected.
11. All Vendor equipment must be removed by Sunday – September 10<sup>th</sup>, 2017.
12. All raffles must be registered at the festival office and the drawings conducted at the scheduled time on stage.
13. ***The Pennsboro Country Roads Festival is NOT responsible for any damage to any vendor property.***

**NOTE: IF YOU HAVE ANY QUESTIONS  
PLEASE CALL BEFORE YOU SEND  
APPLICATION.**

Direct questions to:

(304-494-1437) or write:

Pennsboro Country Roads Festival  
c/o Brittany Swathwood  
PO Box 116  
Pennsboro, WV 26415