

All rules are subject to change at the discretion of the Apple Butter Makin' Days (ABMD) Committee. Failure to comply with rules set forth may be grounds for immediate dismissal and permanent expulsion from current and/or future ABMD festivals.

Application / Pre-Festival

1. Booth rental fee: \$175 per booth for each 10'x10' space. All booth fees must be received by August 1. If the vendor must cancel their booth space(s) before August 1, a full refund to the vendor will be issued. If a vendor must cancel their booth space(s) between August 1 and September 1, a 50% refund will be issued. If a vendor must cancel their booth space(s) after September 1, NO refund will be issued. If the vendor's merchandise is excluded or rejected from the festival after the festival has begun due to failure to comply with all rules stated in this document, no refund will be issued.
2. Any craft vendor seeking a booth in this festival must submit an application together with all the following items:
 - a. **Photographs of items to be sold in the vendor's booth:** Submitted photographs must make apparent to the jury that the craft is handcrafted. Include a photo or video of you crafting your item(s). If items are not easily identified as handcrafted, they may be rejected from the festival by the ABMD Committee at any time. New vendors must submit photos their first year. Returning vendors must submit photos of new handcrafted items. Submitted photos become property of the ABMD Committee.
 - b. **Description:** A brief description of the craft and crafting process used by the vendor.
3. Those wishing to retain a booth space(s) for the next year's festival must submit a new application no later than May 1 of the festival year. No booth spaces are guaranteed to new or returning vendors. All booth spaces are assigned at the discretion of the ABMD Committee.
4. Vendors will receive written notice of acceptance, rejection or notice of placement on the waitlist via email prior to the festival.

During Festival

5. Vendor packets may be picked up and vendor check in completed in the ABMD office BEFORE booths can be set up. Check in begins at 3:00 p.m. on Thursday before the event or Friday morning beginning at 6:00 a.m.
6. SET UP: VENDORS MAY NOT SET UP BEFORE **5:30 P.M. ON THURSDAY!** ABMD is a three-day festival. All crafters must have their booths open all three days of the festival from the designated open and close times: Friday & Saturday 9:00 a.m. – 6:00 p.m. and Sunday 10:00 a.m. – 4:00 p.m. All items must be designed and handcrafted by the booth vendor. Store bought, market items, or multi-level marketing (MLM) products may not be sold or displayed.
7. Vendors must charge and pay sales tax. The current Mount Vernon tax rate is 9.23% but is subject to change. It is the vendor's responsibility to verify. A Sales Tax Return form is available at [Form 53-1 - Sales Tax Return \(mo.gov\)](#).
8. All booth spaces are 10' x 10'. Each craft vendor is expected to remain within the constraints of their rented space(s). No sidewalk or designated walkway will be impeded by a vendor's booth or products.
9. Electricity is not supplied to craft vendors. Quiet generators are permitted **only** if used to conduct onsite demonstrations of the vendor's craft and/or making custom orders onsite. Vendors are required to notify the committee if a generator is needed. Using a generator for an unapproved purpose will result in expulsion.

10. No vehicles are allowed inside barriers to all designated festival areas during festival hours. All vehicles must be outside barriers between 8:30 a.m. and 6:00 p.m. Friday and Saturday and 9:30 a.m. and 4:00 p.m. Sunday.
11. Vendors are responsible for their own protection from the weather elements. Nothing may be driven into asphalt to secure vendor equipment. Weights are **required** for all tent corners.
12. Smoking, vaping, alcohol, or illicit drug use by vendors within designated festival areas may result in permanent expulsion from the festival.

Following Festival

13. All booth spaces are required to be emptied and free of trash by 6:00 p.m. Sunday for the city to clean designated festival areas to prepare for the next business day. Failure to comply could result in entry rejection in the next festival.
14. An ABMD People's Choice Award will be voted on during the festival and a cash prize and commemorative trophy will be presented to the winning vendor each year for display.

