



**3 Forks River & Arts Festival
Festival Booth Space Application**

Festival Date: • Saturday May 18, 2024. • Booth check in/assignments begins at 7:30 a.m. Saturday, May 18. • All vehicles must be moved off the festival grounds by 9:30 a.m. • Festival opens 10 a.m. and closes at 5 p.m. • Teardown begins at 5 p.m. Booths are not permitted to be taken down before the end of the festival.

Participation Requirements & Festival Policies: • The festival is Nicotine and drug-free. • Organizations are responsible for their own tents, tables, chairs, displays, grounded extension cords and dollies/carts. • Tents and all materials must fit in the assigned booth space. • Tents must be weighted down, and organizations must provide their own weights. • There will be several stages with on-going live entertainment. No televisions, radios, cd players, etc. are permitted during Festival hours. • No generators are permitted. • The Pullman Chamber is not responsible for cancellation of the festival due to the forecast or hazardous weather conditions, power outages, or extreme conditions requiring cancellation in order to protect vendors, visitors or property. In the event of severe inclement weather, you will be notified of cancellation of the festival. Vendor fees are non-refundable; there will be no refunds or credits given. • Special booth space and special needs requests will be accepted but are not guaranteed. We will make every effort to meet all special requests on a first come, first served basis. Please include all booth requests on the registration form.

Cancellation Policy: Cancellations must be made in written form and submitted by email. Cancellations on or before May 1, 2024, will be given a refund for the amount they have paid towards the booth, less \$5 processing fee, with confirmed receipt of email correspondence. Application fees and any permit fees are non-refundable. After May 1, 2024, all vendor fees are non-refundable.

No Show Policy: Organizations who have not checked in and/or notified The Pullman Chamber with a message via email by 8:00 a.m. on the day of install for outdoor vendors, will be considered a NO SHOW and the assigned space will be forfeited with no refund.

Business/Organization:

Contact:

Contact email:

Contact phone number:

Number of 10X10 booth spaces: 1: (\$25) 2: (\$50) 3: (\$75) Fees are required at time of application.

Special Requests:

Submit applications: Pullman Chamber of Commerce 415 N. Grand Ave. or events@pullmanchamber.com

For general information about the festival: events@pullmanchamber.com