



West Virginia Italian Heritage Festival

VENDOR APPLICATION AND RULES

1. THE FESTIVAL RESERVES THE RIGHT TO LIMIT THE NUMBER OF VENDORS SELLING LIKE FOOD ITEMS.
2. EACH FOOD VENDOR IS REQUIRED TO SUPPLY TWO HOSES FOR THEIR TENT: EACH HOSE MUST BE 50FT IN LENGTH: ONE FOR DRINKING WATER AND ONE FOR DRAIN LINE.
3. **VENDOR MUST CALL THE HARRISON COUNTY HEALTH DEPARTMENT OR ACCESS THEIR WEBSITE IN ORDER TO OBTAIN A TEMPORARY FOOD SERVICE PERMIT.** VENDOR MUST HAVE THIS IN ORDER TO HAVE A BOOTH AT THE FESTIVAL, REGARDLESS OF PRESENT FOOD PERMIT STATUS AT A DIFFERENT LOCATION. **VENDOR MUST PROVIDE THIS CERTIFICATE PRIOR TO FESTIVAL.** THE HARRISON COUNTY HEALTH DEPARTMENT CAN BE REACHED AT (304) 623-9308.
4. VENDOR MUST PROVIDE PROOF OF LIABILITY INSURANCE COVERAGE FOR THE PERIOD OF TIME COVERING THE FESTIVAL.
5. **ALL VENDOR FEES MUST BE PAID IN FULL PRIOR TO SETTING UP ON THE STREET! CHECKS WILL NOT BE ACCEPTED AFTER JULY 31ST!**
6. Street locations will not be determined until all fees are paid!

"We are allowing FOOD VENDORS to sell water and soft drinks. All water and drinks MUST be purchased from WVIHF! All remaining drinks left over on Sunday will be your responsibility! Purchases can be made throughout the weekend along with ice purchases."

Business Name: _____ Contact Name: _____

Address: _____

Email

Address: _____

Phone Number: _____ Items to be sold: _____

10' x 10' Space **\$1,500.00** \$ _____ Does your street set-up require a trailer? YES NO

10' x 20' Space **\$2,000.00** \$ _____ Length of booth trailer: _____

2 Separate 10' x 10' Spaces **\$3,000.00** \$ _____ Length of Hitch: _____

Will you require a tent canopy rental? YES NO

Tent Canopy Rental **\$150 per 10X10 space** \$ _____
(if you have a 10X20 space you will need two canopies)

SUBTOTAL: \$ _____

BALANCE DUE: \$ _____

****REQUIRED FOR APPROVAL**** Electrical Hook-Up Requirements: AMPS: _____ VOLTS: _____

Water Hook-Up: YES NO

New vendors are required to submit a picture of the tent or trailer that will be used

Certificate of liability insurance must be submitted with application.

Vendor agrees to provide Italian products for purchase.

Vendor agrees to decorate their booth with an Italian theme.

Failure to comply with the rules of application will result in negation of contract and loss of funds that have been submitted.

The West Virginia Italian Heritage Festival assumes no responsibility for theft, damages, negligence of applicant vendor or other vendors, loss of funds due to visitor attendance, and/or acts of God.

Once signed and received by this office, this document becomes a legally binding contract.

Emailed contracts with digital signature are acceptable as agreement in terms. Please make a copy for your records.

Festival Weekend – August 30, 31, & September 1, 2025.

Vendor Signature _____

Date _____

WVIHF Representative _____

Date _____

O: 304.622.7314
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