

SMOKE ON THE RIDGE
Vendor Information
September 28, 2024 from 10:00 – 4:00
Ridgetop Station Park

Description of Event:

- Outdoor event at Ridgetop Station Park (1954 Woodruff Ave, 37073)
- **Saturday, September 28, 2024; Time: 10:00-4:00**
- City of Ridgetop's 10th Annual "Smoke on the Ridge" We are offering **10 x 10 booth rentals for this day.**

Booth Requirements:

- Booth Space Fees:
 - 10 x 10 - \$60.00 each
 - Food Trucks - \$60.00
- Payment is due with application. Application deadline is **Wednesday, September 25*, 2024**. This is a juried event, first come, first serve.
- Vendors must provide your own tent, tables, chairs, and people to man your booth.
- **Vendor Check-In and Set Up:**
 - Saturday, September 28th 7:30 – 9:45 am
 - Set up is along the walking pathways for vendors, there will be a special area for food trucks
 - This year we will be assigning spaces to the vendors and food trucks. This information will be given out the week leading up to the event.

- Booths must be completely set-up by 9:45 am on Saturday. All vendors are to remain open until 4:00 pm. There will be no early tear downs.
- Vehicles used for unloading will need to be moved to parking area by 9:30 am
- The vendor is responsible for leaving the vendor area in the condition it was originally received.
- All vendor fees are non-refundable.
- All vendors are responsible for collecting and reporting their own sales tax.
- Make checks payable to The City of Ridgetop.
- Mail or Drop off the completed form and booth fee to:
 - The City of Ridgetop
PO Box 650, Ridgetop, TN 37152
 - Email to ridgetopparks@gmail.com
- Additional Contact Information:
 - City of Ridgetop: 615-859- 0596
 - ridgetopparks@gmail.com

VENDOR APPLICATION

*Smoke on the Ridge
Ridgetop Station Park
Saturday September 28, 2024
10:00 am - 4:00 pm*

Vendor Name: _____ Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Type of Booth & Description: Please indicate type and provide description.

_____ Business _____ Art or Craft
_____ Food _____ Other

Please give a **detailed description** of your products/services and include a photo, if possible.

Booth Size:

_____ 10x10 space(s) \$60.00 ea

Applications and payments are due on or before September 25th (cash, check, cc). Please submit payment to "City of Ridgetop". Submit Applications to email address below.

Return to:

City of Ridgetop
P.O. Box 650
Ridgetop, TN 37152

Pay online:

Go to ridgetoptn.org, go to pay online, & click on citations, utilities, & property taxes. Fill out the info using 09/28/2024 as the reservation date. Click continue and finish filling out with card & billing info. Be sure to email vendor form to email address below.

*If you have any questions, please email us, call Ridgetop City Hall at (615) 859-0596
or check out our Facebook page*

ridgetopparks@gmail.com

<https://www.facebook.com/SmokeontheRidgetopTN>

Vendor Waiver Contract:

This document is an agreement between _____ and Smoke on the Ridge hosted by City of Ridgetop Parks.

You agree that if your application for a booth at Smoke on the Ridge is accepted, the committee will work hard to accommodate you and the needs you might have for your booth during this event.

Wherever your booth is located, you are responsible for the items listed on the Smoke on the Ridge requirements on the first page of the registration form.

You acknowledge that Smoke on the Ridge / City of Ridgetop Parks are not responsible for acts of negligence, or the acts of third parties that may interfere with your booth. No profits or sales are guaranteed, nor are visitors to your booth guaranteed.

You acknowledge that you indemnify and hold harmless Smoke on the Ridge / City of Ridgetop Parks, and their representatives, employees, and volunteers, for any negligence or actions on your part, including those that cause injury or harm to others, including reasonable attorney's fees and litigation costs. You will secure any insurance necessary to protect your business and/or your booth that may be required by your normal operations, or by your type of business, or in the event that someone is injured in your booth, or in the event that your business fails to meet your expectations. You will arrange for any government inspections or approvals that may be required for your booth. In any case, you will not hold Smoke on the Ridge / City of Ridgetop Parks responsible for your booth in any way.

All that said, we hope the Smoke on the Ridge is a great success and we are so thankful for your interest. We pledge to work together with you to make this a great event!

Signature: _____

Print Name: _____

Date: _____

Business Name: _____