



June 16-17, 2017

PO Box 2054
Buckhannon, WV 26201

E-mail: almostheavenbbqbash@gmail.com

www.almostheavenbbqbash.com



Dear Prospective BBQ Bash Artist, Crafter, or Vendor:

We're excited to be hosting the 3rd Annual Almost Heaven BBQ Bash at a great new location on the beautiful grounds of the **Trans-Allegheny Lunatic Asylum in Weston, WV** showcasing BBQ cook teams from across the country. With a variety of family oriented activities, and a significant promotion / marketing program preceding the event, we expect increased numbers of attendees. First year estimates were approx. 4,000-6,000 with 6,000-8,000 estimated in 2016.

We are again partnering with 3 area newspapers, WBOY-TV, and several WV Radio stations, as well as other area media sources, ads on the Kansas City BBQ Society website and their monthly newsletter (20,000+ members), the WV Division of Tourism, WV Dept. of Agriculture, Lewis County CVB, and social media to provide as much advance promotion of this event as possible to maximize attendance and potential buyers for you.

To assure all vendors have a fair and productive opportunity, we welcome vendors offering a variety of "unique" hand-crafted and specialty items, but will NOT accept applications for duplicate items or third party distributor products

We hope for sunny skies, pleasant temperatures, and lots of attendees looking for unique items so everyone enjoys a fun and profitable event, and hope you will join us for this exciting, one of a kind event in West Virginia. To be considered, the following items **must be received BY June 1, 2017:**

- ~ Signed Artist, Crafter, & Vendor Regulations (including signed Waiver of Liability box)
- ~ Completed and signed Application form
- ~ List of ALL items you wish to sell at our event (include ALL items so we can avoid duplicates)
- ~ At least 1-2 photographs of your booth set-up
- ~ Exhibit space fee of \$75.00 (WV based vendors) or \$150.00 (non WV Vendors)
- ~ Copy of your business license
- ~ Copy of your insurance liability policy (preferred \$1M coverage) for your business (see Item #4 of Regulations)
- ~ Check or money order payable and mailed to:
Almost Heaven BBQ Bash
PO Box 2054
Buckhannon, WV 26201

For regular updates, "like" our Facebook page where we hope to add photos of accepted artists, crafters, and vendors as they are received, so the sooner you submit your information, the more recognition and promotion we can provide.

Thank you for your interest in participating in our upcoming Almost Heaven BBQ Bash / WV State BBQ Championship. We will notify you of your acceptance / denial as soon as we receive and review the above documentation. We look forward to having you join us for this exciting family event!

Jody Light, Event Chairperson

Office: 304 / 472-3033

Cell: 304 / 439-3033



2017 Almost Heaven BBQ Bash, Inc.

Artists, Crafters & Vendor (Non-Food) Application

Name of Operation: _____

Name of Owner/Operator: _____

Email: _____ DATE: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

Best Contact Phone Number: _____

On-Site/Event Contact Name: _____

Alternate Contact Number: _____

~~~~~  
Booth Size Requested: \_\_\_\_\_ Trailer or Stand?: \_\_\_\_\_

Electric: Please contact us "prior" to applying if your participation requires power – feel free to bring your own personal generator

Any other special needs: \_\_\_\_\_

\*\* We plan to set-up/sell: Friday, June 16: \_\_\_\_\_ Saturday, June 17: \_\_\_\_\_

\*\*\* *Application checklist – have you submitted the following ... **by June 1, 2017** ???*

- Signed Artists, Crafters, and Vendor Regulations (including the Waiver of Liability box)
- This completed, signed Application form
- List of all items you wish to sell at our event
- Copy of your Business License
- Copy of your insurance certificate for your business (preferred \$1M coverage) \* See item #4 of Regulations.
- At least 1-2 photographs of your proposed / past booth set-up or photos of some of your items
- WV Based Vendors - \$75.00 fee (includes both days) approx. 10 x 10 space – additional space may be available)
- Non WV Based Vendors - \$150.00 fee (includes both days)

Check # \_\_\_\_\_ enclosed for \$ \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_



## 2017 Almost Heaven BBQ Bash

### \*\*\* Artists, Crafters, and Vendor Regulations \*\*\*

1. **Vendor Exhibit Space:** Participants must provide dimensions of their space requirements, and fit in that space. We will do our best to place you in high traffic areas based on your space, electrical, and other needs. This is an “outdoor event” on the grounds of the Trans-Allegheny Lunatic Asylum, so please plan accordingly.
2. **Equipment / Supplies:** Exhibitors / vendors must provide their own set-ups including tables, chairs, canopies, etc. If you need electric for your display, you will need to bring your own electrical cords. Almost Heaven BBQ Bash, inc. assumes no responsibility for any property of any kind belonging to participants.
3. **Set-Up / Operating Hours:**  
**Friday, June 16:** Spaces will be available for set-up after 9:00 AM on Friday – event opens at 11:00 AM – 8:00 PM  
**Saturday, June 17:** Spaces will be available after 9:00 AM . All vendors MUST be open by 11:00 AM Saturday and should remain open until at least 6:00 PM after the Awards Ceremony.
4. **Insurance:** All vendors, regardless of your products, must provide a copy of your general liability insurance certificate identifying the “Almost Heaven BBQ Bash, Inc.” as an additional insured for a minimum of one million dollars payable to Almost Heaven BBQ Bash, Inc. Vendors will hold harmless the Almost Heaven BBQ Bash, Inc. for any and all claims of any kind as a result of your participation at the Almost Heaven BBQ Bash event. *NOTE: Your business policy should cover this, or you can obtain a “special event” liability policy for approx. \$30 thru most independent insurance carriers. If you need assistance with this, please contact us at almostheavenbbqbash@gmail.com*
5. **Permits:** Once approved, a color-coded Almost Heaven BBQ Bash Vendor permit will be issued to you during set-up and must be prominently displayed at your site at all times.
6. **Vendor Fees:** A non-refundable vendor fee of **\$75.00 (WV vendors)** OR **\$150.00 (non-WV vendors)** must accompany your application. If your application is not accepted for some reason, this fee will be refunded in full.
7. **Electric:** Please contact us “prior” to registering if your participation “requires” power to assure we can/cannot provide this. Feel free to bring your own personal generator and power cords.
8. **Relationship to Vendor:** Vendors are independent contractors and not considered as an agent, employee, or representative of the Almost Heaven BBQ Bash, Inc. in any way whatsoever.
9. **NSF Fees:** There will be a \$25.00 charge for returned checks from the vendor’s bank for non-payment.
10. Failure to adhere to any of the above regulations may result in your eviction from the event with no refund of any fees paid.

**Signing below affirms that I have read and will adhere to all of the above Vendor Rules & Regulations:**

**Vendor Operation Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

*Revised 5/20/17*

**WAIVER OF LIABILITY:** In consideration of acceptance of this entry, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I, my staff or my guests may have against the Almost Heaven BBQ Bash, Inc. aka Almost Heaven BBQ Bash, City of Weston, WV, Joe Jordan and the Trans Alleghany Lunatic Asylum (TALA), Event sponsors, KCBS, their representatives, successors, and assigns, for any and all injuries suffered by me, my staff/workers, or my guests. I hereby grant full permission to Almost Heaven BBQ Bash, Inc. aka Almost Heaven BBQ Bash, Trans-Allegheny Lunatic Asylum, KCBS, their representatives and/or agents authorized by them, to use any photographs, video tapes, motion pictures, recordings and any other record of this event for any legitimate purpose. I agree to the terms of this Waiver of Liability, and will abide by the rules of this event. Acceptance of all entries to this event is based on a first come basis, however, Almost Heaven BBQ Bash, Inc. reserves the final right of refusal to any and all teams. There is no “Rain Day” schedule for this event, and if required, the event may be cancelled in whole or in part by Almost Heaven BBQ Bash, Inc without prior notice, with no cash refunds, however we will provide free entry to the following year’s event to fully paid, registered teams in the event of an unforeseen cancellation. I have read & agree to adhere to all the rules and regulations of the Almost Heaven BBQ Bash, Inc. and understand that failure to adhere to these may be cause for expulsion from the event.

Crafter / Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_