



**June 15-16, 2018**

PO Box 2054  
Buckhannon, WV 26201

E-mail: [almostheavenbbqbash@gmail.com](mailto:almostheavenbbqbash@gmail.com)

[www.almostheavenbbqbash.com](http://www.almostheavenbbqbash.com)



Dear Prospective BBQ Bash Artist, Crafter, or Vendor:

We're excited to be hosting the 4<sup>th</sup> 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, estimates of 15,000+ attendees enjoyed the 2017 event, and we anticipate even greater numbers in 2018.

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 various social media outlets 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, avoiding 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 January 15, 2018**:

- ~ Completed and signed Application form
- ~ At least 1-2 photographs of your booth set-up
- ~ List of ALL items you wish to sell at our event (include ALL items so we can avoid duplicates)

**Applications will be reviewed to assure product quality and to avoid vendors selling duplicate items, which will be accepted based on receipt date of their application. Accepted crafters will be notified by February 15, 2018, and will then be required to submit the following information, with payment, prior to April 1, 2018. Failure to submit ALL documents by that time will result in forfeiture of booth space.**

- ~ Signed Artist, Crafter, & Vendor Regulations (including signed Waiver of Liability box)
- ~ Exhibit space fee of \$75.00 (WV based vendors) or \$125.00 (non WV Vendors)  
NOTE: Electric service is VERY limited – IF available, a \$25.00 fee (15-20 AMP service) will apply
- ~ Copy of your business license
- ~ Copy of your insurance liability policy with \$1M liability listing Almost Heaven BBQ Bash as an additional insured – no exceptions. If your business or homeowners agent does not offer this coverage, we'll gladly assist with local agents who can provide this for a nominal fee.

- ~ Check or money order payable and mailed to:

Almost Heaven BBQ Bash  
PO Box 2054  
Buckhannon, WV 26201

For regular updates, please "like" our event Facebook page where we hope to add photos of accepted artists, crafters, and vendors to provide as much recognition and promotion for you as 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!

Jennie Barnette, BBQ Bash Crafter Chairperson

Email: [jenniebarnette@frontier.com](mailto:jenniebarnette@frontier.com)

Cell: 304 / 613-7457



# 2018 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: \_\_\_\_\_

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All spaces are approx. 10' x 10' (you may purchase additional spots) Trailer or Stand?: \_\_\_\_\_

Electric: Power is very limited - \$25.00 fee for basic 15-20 AMP service (please bring your own extension cords)

Show hours: Friday, June 15: 11 AM – 8 PM Saturday, June 16: 11 AM – 5 PM

\*\*\* NOTE: You must remain open the entire time until 5 PM Saturday or you will not be invited to return next year

**Initial Application checklist - please submit the following by January 15, 2018:**

- At least 1-2 photographs of your finished products, and proposed booth set-up photos
- This completed, signed Application form
- List of all items you wish to sell at our event

**\*\* Applications received by January 15, 2018 will be reviewed and those accepted will be notified by February 15, 2018. We will need the following additional information, with payment, "no later than April 1, 2018" or your space will be forfeited.**

- ~ Copy of your Business License
- ~ Copy of insurance certificate for your business listing Almost Heaven BBQ Bash and the Trans-Allegheny Lunatic Asylum as additional insureds (usually no or minimal cost thru your insurance agent) \* See item #4 of Regulations
- ~ Signed Artists, Crafters, and Vendor Regulations (including the Waiver of Liability box)
- ~ WV Based Vendors - \$75.00 fee ~ Non WV Based Vendors - \$125.00 fee ~ Basic electric (15-20 AMP) - \$25.00
- ~ 10 x 10 outdoor spaces (you may purchase multiple spaces) – We'll furnish the space, you'll need to bring all your own equipment and supplies (canopy, tables, chairs, extension cords, if needed, etc.)

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



# 2018 Almost Heaven BBQ Bash

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

- 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.
- Equipment / Supplies:** Exhibitors / vendors must provide their own set-ups including tables, chairs, canopies, extension cords, etc.. Almost Heaven BBQ Bash, inc. assumes no responsibility for any property of any kind belonging to participants.
- Set-Up / Operating Hours:**
  - Friday, June 15:** Spaces will be available for set-up after 9:00 AM on Friday – event hours: 11:00 AM – 8:00 PM
  - Saturday, June 16:** All vendors MUST be open by 11:00 AM Saturday and remain open until at least 5:00 PM  
*(Tearing down prior to 5 PM Saturday will forfeit your participation in next year’s event)*
- Insurance:** All vendors, regardless of your products, must provide a copy of your general liability insurance certificate identifying the “Almost Heaven BBQ Bash, Inc.” and the “Trans-Allegheny Lunatic Asylum” as additional insureds for a minimum of one million dollars. Vendors will also hold harmless both entities for any and all claims of any kind as a result of your participation at the Almost Heaven BBQ Bash event. NOTE: Your homeowners policy may cover this, (usually at no or minimal cost), or you can obtain a “special event” liability policy (approx. \$30) thru most independent insurance carriers. If you need assistance with this, please contact us at: almostheavenbbqbash@gmail.com
- 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.*
- Vendor Fees:** WV based vendors: \$75.00 OR Out of state (non-WV) vendors: \$125.00 for both days. *(No need to send vendor fee with initial application – those accepted will be notified by Feb. 15, 2018 with fees due after that time).*
- Electric:** Power availability is very limited - please contact us “prior” to registering if your participation “requires” power to assure we can/cannot provide this. Fee (if available): \$25.00 Feel free to bring your own personal generator and power cords.
- 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.
- NSF Fees:** There will be a \$35.00 charge for returned checks from the vendor’s bank for non-payment.
- 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 10/29/17

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