



## Amelia Day Festival Committee

P.O. Box 663, Amelia, Virginia 23002

[www.ameliadayfestival.org](http://www.ameliadayfestival.org)

[www.facebook.com/ameliadayfestival](https://www.facebook.com/ameliadayfestival)

### 2024 Amelia Day Festival – Non-Food Vendor Registration

The Amelia Day Festival Committee is excited to announce the **2024 Amelia Day Festival is Saturday, May 11, from 9:30 am to 3:00 pm**. The 39th year of the festival takes place in the historic Courthouse Square and includes food, crafts, fun and live entertainment.

*If you will be selling or giving away any type of food or beverage, do not use this form. Food vendor forms are available on our website.*

Spaces are allocated by first-come, first-served basis. Special requests for spaces will be honored where available. Prior to the festival, we will email you the festival map and your booth number.

For an additional \$10.00, we offer the opportunity to be highlighted in red in the festival's full-page advertisement in The Amelia Bulletin Monitor and to be highlighted in red on the festival's map signs. If you would like to purchase any additional advertising prior to Amelia Day, please contact The Amelia Bulletin Monitor at (804) 561-3655 or [contactus@ameliamonitor.com](mailto:contactus@ameliamonitor.com).

No electricity is available. Only quiet generators (Honda or similar) will be allowed, as the noise can interfere with the on-stage entertainment. If shade is essential, bring your own canopy, tent or umbrella and the necessary equipment to anchor anything that you may bring. Bring your own tables and chairs and be sure everything you bring will fit into your assigned 12ft x12ft space.

We understand you want a booth because you are passionate about your cause or event, craft or product, but we ask that you stay with your booth and not wander the crowd with literature.

Any insurance risk is subject to your own personal insurance coverage, unless you have insurance coverage for your organization. To ensure proper coverage and mitigate any potential risks to you or your organization, please contact your insurance agent.

On the morning of the festival, set-up is staggered between 7:00 am and 9:00 am. based on where your booth is located. Details will be emailed about two weeks prior to the festival. Take down is after 3:00 pm.

THE EVENT IS RAIN OR SHINE! Advance cancellation information will be aired on local TV and/or radio. You may also check our Facebook page on the day of the festival, if in doubt.

The vendor application and payment must be received no later than May 3, 2024 – if received after April 26, 2024, we cannot guarantee inclusion on advertising, maps, etc.

If you have any questions, please contact Mary Anne Griles, at 804-561-2530 or [momgriles@aol.com](mailto:momgriles@aol.com). We look forward to working with you.



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## 2024 Amelia Day Festival – Non-Food Vendor Application

Organization/Business Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Email address is required and is the primary method the festival will use to communicate with you*

Items to be sold or information to be distributed: \_\_\_\_\_

Comments/Requests: \_\_\_\_\_

Fees for 12ft x 12ft space (**ALL FEES ARE NON-REFUNDABLE**):

Non-Profit                                      Number of Spaces: \_\_\_\_\_                                      Total \_\_\_\_\_  
(\$40 per space, if received by February 29, 2024; \$60 per space after February 29, 2024)

For-Profit    Number of Spaces: \_\_\_\_\_                                      Total \_\_\_\_\_  
(\$50 per space, if received by February 29, 2024; \$70 per space after February 29, 2024)

Optional Fee:

\$10 Advertising Fee- *not available after April 26, 2024*                                      Total \_\_\_\_\_  
(For your name and location to be highlighted in red on the map and the newspaper ad)

**Total Amount Due:** \_\_\_\_\_

***Registration is not complete until full payment is received***

Please return this form and payment, payable to the Amelia Day Festival Committee, via US Mail to:  
Amelia Day Festival Committee, P.O. Box 663, Amelia, VA 23002