

## 2012 Kentucky Sheep & Fiber Festival - Vendor/Livestock Guidelines

The 2012 Kentucky Sheep and Fiber Festival will be held Saturday, May 19<sup>th</sup> and Sunday May 20<sup>th</sup>. Workshops will start Friday, May 18<sup>th</sup>. The KSFF will be held at Masterson Station Park, 3051 Leestown Rd, Lexington, Ky 40511. The KSFF is sponsored by Kentucky Sheep and Wool Producers and supports FFA, 4-H, Sullivan University and Locust Trace Agriscience Farm.

### Application Process

- There is a \$15 non-refundable application fee.
- First time applicants must submit the attached, completed (*print neatly please*) application and at least three photographs of your products or services.
- Returning vendors must complete the attached application and will be reviewed annually.
- All persons who wish to sell items, display or demonstrate must reserve a vendor space.
- Applications should be postmarked no later than 1/15/2012. Complete applications postmarked by 1/15/2012 are entitled to a \$10 discount on their booth fee.
- Applications must be approved by a jury committee. Accepted vendors will be notified no later than 2/1/2012.
- If you are not accepted as a vendor, your booth fee will be refunded. The application fee is non-refundable.

### General Vendor Information

- Your product(s) or services must be fiber animal or fiber craft related or a local food product unless otherwise approved by the committee. Please be specific on your application and include detailed photographs.
- No mass produced or manufactured items without committee approval.
- Merchandise will be subject to approval onsite. Any items not fitting festival guidelines must be removed.
- All booths must prominently display business name within their booth space.
- With festival approval, vendors may share a booth space provided each vendor completes the application requirements.
- When possible, we will honor previous booth locations, but the festival does not guarantee any location and reserves the right to reassign booth spaces.
- We are happy to provide a free business link on the festival website. Please print clearly on your application. Additional online advertising may be purchased.
- Each vendor is responsible for collecting and reporting Kentucky state sales tax, 6%.
- Each vendor is responsible for carrying their own insurance.
- Overnight security is provided during the festival.
- Any vendor leaving the festival early will automatically be restricted from returning as a vendor in the future. Emergencies will be recognized.
- Remember to leave your booth area as clean as you found it.
- In any disputes, all decisions of the festival committee are final.

## Booth Locations

**Inside – Big Top Tent, Ag Building and Tall Pavilion.** The Ag Building is a completely enclosed metal building with concrete floor. The Tall Pavilion is a permanent structure with an asphalt floor and metal roof. We provide tent siding for the outside walls. The Big Top Tent is a standard festival tent on a level grass or asphalt area. Any tented areas are subject to weather and you are encouraged to take precautions. We are able to provide limited electricity in each area. Please bring a couple of heavy extension cords.

**Outside** – There is a nice level grassy area available to vendors with their own free standing tents. In addition, we work with a great rental company and they are happy to rent tents, tables, chairs... The spring weather in Kentucky, while making the bluegrass grow, can wreak havoc on small, lightweight tents. Please take that into consideration.

**Livestock Pavilions** – There are two adjoining livestock areas. One is a large tent with open sides, erected on a level grassy area. The other is a permanent structure with a concrete floor and metal roof. The sides are open. Livestock must be approved by the Festival committee and space will be assigned as needed. We are able to provide limited electricity in each area. Please bring a couple of heavy extension cords.

## Livestock Vendor Information

- All sheep must have a scrapie tag in place and all animals must have a veterinarian certified health certificate before being brought onto the festival grounds.
- Animals may not be unloaded until they have been cleared by the appointed festival personnel. Any animal with signs of poor health or infectious disease must be removed from the grounds immediately.
- Animals transported with suspect animals may be subject to similar treatment.
- The festival will provide exhibitors with assigned space for their animals subject to such rules and regulations as may be prescribed. By providing such space, the festival shall not insure, nor be responsible for the safety of such animals or the person tending them.
- It is the responsibility of the owner and/or exhibitor to care for, feed and water their animals. Exhibitors must provide their own feed, bedding and water buckets. There will be bedding available for purchase.
- Pens and display areas must be kept clean at all times.
- Because of the limited space available, please pen no more than four (4) animals.
- PLEASE NOTE: If the committee chairmen feel a veterinarian needs to be called in to check an animal's health, the owner is responsible for paying the bill for the service call and any treatment deemed necessary.
- Animals for display must remain in place until 5:00 p.m. on Sunday.

**Refunds:** Refunds must be requested in writing to the Festival Chairperson before December 31. Requests before January 1 – 75% Refund After January 1 – 50%. No refunds after March 1.

**Accommodations:** There are a wide variety of hotel, bed and breakfast and camping options in the Lexington area. Limited camping is available on the festival grounds for accepted vendors. Sites offer water and electric hook up, but no dump facility. A new restroom facility with showers will be open from 6:00 p.m. to 9:00 a.m. Camping fee for the weekend is \$50, but *must be a separate check payable to **Lexington Parks and Recreation***.

**Questions?** Please email [sharon@kentuckysheepandgoat.org](mailto:sharon@kentuckysheepandgoat.org). All written correspondence should be mailed to:

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