

2025 Guidelines and Policies for Exhibitors and Food Vendors

This is a two-day event. Vendors are expected to be present for both days and not break down prior to the prescribed end time on the last day. If there is an extreme emergency, please contact a Chamber volunteer or staff member. Examples would be: death in the family or unexpected medical emergency. Breaking down without contacting a Chamber Member or Volunteer may result in forfeit of the right to be invited to future events.

The Event is rain or shine. Please be prepared for inclement weather. The Chamber is not responsible for damage incurred to tents or goods at the festival due to weather. Please use your best judgement to bring tents to a lower level and pack goods in storage containers and perhaps bring to your vehicle to ensure they are protected.

Electricity is limited and a \$10 fee will be levied. Electricity must be request at the time of application and will be provided on a first come first serve basis to those paid in full. Requests made at the festival for electricity might not be able to be accommodated.

You must be paid in full to be considered fully registered.

Until fully registered, we will not guarantee your space or honor a request for a particular space.

No refunds after July 31st.

Registration after July 31st will incur a \$10 late registration fee.

Payments must be paid online, delivered or postmarked by July 31st to avoid being accessed a \$5 late.

The Chamber will cut off registrations two weeks prior to the event. You can request to be on a waitlist after that time for cancelations. There are no discounts in price for those on the waitlist and payment is due immediately.

Map of spaces are expected to be provided a week in advance of the event. Maps will be emailed only. Vendor cancelations and substitutes after that time will not be reflected in the map.

On the day of the festival, check-in with a volunteer or staff member for assistance in locating your assigned spot. At that time, you should provide your vehicle(s) license plate number(s).

Setup times are from 2 pm to 7 pm on the Friday before the event and from 7:00 am to 9:15 am on the Saturday of the event. All booths should be ready prior to 9:30 am.

You must provide your own tables, chairs, tents, etc.

You are responsible for unloading, setup and breakdown of your booth. For liability reasons, Chamber volunteers cannot assist.

You should fully unload and then move your vehicle to the parking area before setting up your booth.

If you are parked in a non-designated area, we will make one attempt to contact you to move your vehicle. If not moved, it will be towed at your expense.

You must stay within the assigned space and not infringe on anyone else's space.

Please review your space and setup your booth so that you can easily move to use restrooms, etc., without disturbing other vendor's booths.

Booths should be staffed at all times.

The Arts & Crafts Committee under oversight by the Blackstone Chamber of Commerce reserves the right to limit the number of vendors in a particular category (i.e., jewelry, wreaths, etc.) Consideration will be given for uniqueness and handcrafted items

Food Vendors

All prepared foods MUST have a VDA Inspection of your kitchen for the county you reside in and be labeled appropriately.

Vendors preparing/cooking food onsite must be compliant with permitting and have General Liability Insurance if cooking onsite. In addition, meal tax to the county must be paid within 30 days of the event.

Refunds will not be provided for failure to comply with Virginia Department of Agriculture or Virginia Health Department requirements.

The Chamber will not honor request to limit a food vendor's menu.

The Chamber strives to provide a variety of food trucks and reserves the right to limit the number of vendors serving a particular type of food (i.e. Ice cream, ices, kettle Korn, etc.)

All Vendors

By filling out the registration form you are agreeing to uphold the standards as outlined above