



107 Mildred Street
Columbiana, AL 35051

Phone (205) 669-5800
Fax (205) 669-5811

36th Annual Liberty Day June 24th and June 25th, 2022

(Liberty Day is a two day event. Food vendor can choose between three vendor options)

Food Vendor Application

Contact Name: _____

Business Name: _____

ADPH License Number: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone No. (H): _____ (W): _____ (Cell): _____

Hold Harmless and Indemnification Agreement

We, the undersigned for and in consideration of permission and space to participate in Columbiana Liberty Day, agree to indemnify, hold harmless and defend the City of Columbiana, AL its officials, representatives, agents, servants and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorney fees and litigation expense, in whole or in part arising out of, connected with or in any way associated with my/our activities preparing for Columbiana Liberty Day, participating in Columbiana Liberty Day or departing from Columbiana Liberty Day. I have read and fully understood the above Hold Harmless and Indemnification Agreement.

I have also read the attached Vendor Rules and agree to observe said rules. I understand that failure to do so will cause forfeiture of my vendor fees and my forfeiture of my designated space at Liberty Day.

Signature of Vendor: _____

Date: _____

Columbiana Liberty Day

Food Vendors have THREE OPTIONS for Liberty Day.

Friday
June 24, 2022
4:00 pm to 10:00 pm
Main Street

Saturday
June 25, 2022
8:00 am to 4:00 pm
Main Street

Saturday NIGHT
June 25, 2022
5:00 pm to 10:00 pm
SCHS Stadium (Mildred St)

WE DO NOT PROVIDE POWER OR ICE TO FOOD VENDORS. ALL FOOD VENDORS MUST BE COMPLETELY SELF CONTAINED.

APPLICATION DEADLINE: May 28, 2022

Friday, June 24, 2022 22ft x 10ft 4:00 pm to 10:00 pm Main Street, Columbiana	<input type="radio"/> \$90
Saturday, June 25, 2022 22ft x 10ft 8:00 am to 4:00 pm Main Street, Columbiana	<input type="radio"/> \$140
Saturday, June 25, 2022 22ft x 10ft 5:00 pm to 10:00 pm Shelby County High School Stadium Mildred Street	<input type="radio"/> \$90
Total Amount Due:	\$

List and describe ALL the products to be sold in your booth:

Checks should be made payable to:

Columbiana Liberty Day
107 Mildred Street
Columbiana, AL 35051

**Contact Liberty Day Director: Ali Payne @ 205-669-3969 or
apayne@cityofcolumbiana.com with any questions.**

**VENDOR RULES
(Please keep for your records)**

Applications

- Applications will be accepted until May 28, 2022 (postmark or delivery date) provided space is still available.
- Approved vendors will be notified by in writing (email or letter) by June 10th about event details and space assignments.
- Should the City of Columbiana receive a returned check from a vendor, that vendor will be billed an additional \$40.00 for returned check fee. If that vendor does not satisfy the check before June 10, 2022; the vendor will not be allowed to participate.
- Incomplete applications and applications without vendor fees will not be accepted. Please call if you have any questions about filling out the form.
- Applications will be reviewed as they arrive and a determination will be made to either accept or reject the application. Vendors are selected based on merchandise, product variety, and space availability. If your application is rejected, your check will be returned to you along with a letter of explanation.
- Application fees are non-refundable unless the application is not approved.

Booth Spaces

- Spaces for vendors will be marked with a number. No spaces are “promised” spaces. We will attempt to honor requests for a specific space, but **we are unable to guarantee a specific space.**
- Duplicate vendors will be separated as much as possible, but no one will be relocated if this does occur.
- No spaces shall be used for vehicles.
- You must provide your own racks, tent, tables and chairs, covers, etc.
- Any tent or shelter must be freestanding.

Check in and Set up

- **Check in:**
 - For Friday Night: Between 3:00pm and 3:45pm.**
 - For Saturday (DAY): Between 5:00 – 6:30am.**
 - For Saturday (NIGHT): Between 4:00 – 4:45pm**
- **Specific instructions for check-in will be given by July 10, 2022**
- Failure to check in by Friday at 3:45pm, Saturday at 6:30am and Saturday night at 4:45pm will result in forfeiture of your booth space and fees. **NO EXCEPTIONS**
- Vendor Parking is available in Shelby County Courthouse parking lot.

Sales Tax

- Applicant is responsible for paying all applicable sales tax. Forms will be provided that day by the Revenue Officer for the City of Columbiana or can be downloaded from our website.

Miscellaneous

- No alcohol or drugs will be tolerated.
- **NO PETS IN FOOD VENDOR SPACES**
- **Vendors are responsible for clean up of their area/space.**
- **Vendors CAN NOT pack up before end of event.**

A Note from the Event Director:

We appreciate your interest in Columbiana and we will do anything we can to help you be successful at our event. If you would like promotional material, please contact us and we will be happy to share. We hope to make the 2020 Liberty Day a huge success!

Ali Payne
Manager of Community Affairs
City of Columbiana
205-669-3969
apayne@cityofcolumbiana.com

**Liberty Day is a rain or shine outdoor event.
No refunds will be given.**