



Food Vendor Application

Dear Vendor,

The annual “Gathering in the Gap” Music Festival will take place on **Saturday, May 25, 2024**. This year’s event will feature great regional acts throughout the day and main stage performances by Dark Moon Hollow, Dave Eggar and Suzy Bogguss, so we’re sure to have a great turnout! All events will take place on park grounds and surrounding blocks on Poplar Hill. This year, the food vendor area will be open from **12 p.m. until 7:30 p.m.**

Food Vendor Guidelines:

- Food Vendor applications are due by **March 31, 2024**. Any applications received after this time may not be considered. Applications can be submitted:
 - via mail at P.O. Box 742, Big Stone Gap, VA 24219
 - via email at gatheringinthegapvendors@gmail.com
 - or by stopping by the park during regular business hours
- For the 2024 event all food vendors will pay a fee equivalent to 10% of their festival sales.
- All food vendors **MUST** apply to the Health Department for a temporary health permit to sell food at an event. Please contact the local health department for more information.
- Food vendors must provide their own set-up, including: tent, tables, strip plugs, Number 12 (wiring size) heavy duty outdoor extension plugs, etc. *Please contact museum staff to discuss size and power requirements.*
- Vendors that need water will need to bring their own as there will be no access to potable water due to the increased size of the event.
- Vendor set-up must be completed between the hours of 12 p.m. and 8 p.m. on May 24 or between the hours of 8 a.m. and 10:30 a.m. on May 25. Please keep in mind that **vendors are encouraged to set up during the Friday afternoon/evening slot**. There will be one security member on site at all times, but the Friends of the Southwest Virginia Museum and the Southwest Virginia Museum Historical State Park will not be held responsible for any missing items. You will be allowed access to your space to unload supplies and equipment, after which you must park your vehicle in the designated parking area (which for vendors is the nearby Library parking lot).
- **Food Vendors, although encouraged to stay throughout the entire event, cannot take-down prior to 7:30 p.m.**
- Each food vendor will be given 2 armbands for their volunteers to use for free admission to the evening concert.
- Food items are for sale; please do not give away food, as it may hurt other vendors.
- The Music Festival Committee reserves the right to alter these guidelines to resolve any issues.
- Questions? Call 276-523-1322 or email gatheringinthegapvendors@gmail.com.



Food Vendor Application

Name of Organization: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

Food Sold (we will advertise this so please be specific): _____

Approximate Size of Trailer and/or tent: _____

Electrical Requirements (We can offer **2** outlets (120 volt 20 amp each) per truck. We **DO NOT** provide splitters, adapters, or extension cords):

As the representative of my organization, I have read the guidelines and shared them with other members of the organization. We agree to follow these guidelines and responsibilities to participate in the "Gathering in the Gap" Music Festival.

Signature

Date

Questions? Please call the park at 276-523-1322 or email gatheringinthegapvendors@gmail.com