

HAUNTED HAYRIDE (TERROR-AT-THE-LANDING)

2023 Guidelines

Event Location

The address is 8700 Live Oak Landing.

Stockton, AL 36579

1. Due to the limited vendor/exhibitor space, we encourage you to apply early.
2. Power spaces are limited – **APPLY EARLY IF POWER IS REQUIRED.** Applications are to be mailed/delivered to the Archives in Bay Minette no later than, Friday, October 14, 2023. Any applications after this date may or may not be accepted.
3. There is **NO** booth fee cost. All participants are responsible for providing their own tents, tables, chairs, etc.
4. Non-Food vendors will be chosen based on a combination of the following – a variety of items, quality, type, and number of applications submitted. Acceptance is subject to the approval of the Director of Archives and History. Any vendor who does not abide by the guidelines or displays inappropriate behavior can be removed from the event at any time.
5. Applications will be reviewed as they are received, and applicants will receive a response to their application as soon as possible. If your application is not accepted, you will receive written notice of the denial.
6. It is the vendor's responsibility to ensure compliance with the State of Alabama and Baldwin County business licensing requirements. Recent Changes: The State of Alabama now requires all entities, including non-profits, to have the state and county business license whenever festivals are held during which products are sold to the public. The license fee is very reasonable, for more cost information please call the license inspector division or the probate judge at (251) 937-0260.
7. Each Vendor is responsible for taxes. All the pertinent forms will be included in the registration pack you will receive at check-in.
8. All vendors must remain set up for the entirety of the event. **NO EXCEPTIONS.** Failure to comply will result in a ban from the event. Vendor spaces are assigned on a first-come first-serve basis.
9. All areas must be completely cleaned and cleared no later than 10:00 p.m. on the last night of the event. All trash must be deposited in the onsite dumpsters before departure.
10. The Baldwin County Department of Archives and History will not be responsible in any way for loss or damage to the participant's property.
11. This is an outdoor event! The Haunted Hayride will not be rescheduled should inclement weather occur.
12. Booth spaces are 10 X 10 tents and pull-behind trailers are allowed but **MUST BE CONFINED** to the booth space(s). Tables, chairs, merchandise, etc. **MUST BE CONFINED TO YOUR BOOTH SPACE!** Failure to do so could result in removal from the event. Booth placement is at the discretion of the event organizer.

13. Only items listed on your application can be sold. Deviation from items listed on your application could result in the closing of your booth. Items NOT ALLOWED include Fireworks, silly string, firearms, alcohol for consumption, paint, water balloons, confetti, and any other items deemed dangerous or inappropriate by the Baldwin County Commission.
14. Please bring your extension cords (minimum 100 feet), as your power source may not be located right by your booth. If you are a non-power vendor and hook yourself to power, you will be unplugged and asked to leave the event.
15. This is a family-oriented event. Profanity, vulgar items, and/or action will not be tolerated. The Baldwin County Commission reserves the right to disallow the selling of disruptive, dangerous, damaging, etc. items. Anyone in violation of these restrictions will be escorted off the premises immediately.
16. Your vehicle will only be allowed inside of the event area during the assigned setup and breakdown times for insurance and liability reasons. Failure to comply will result in a fine by the Baldwin County Sheriff's Department for public endangerment.
17. All vendors will be given a parking pass to display on their dashboards.

SET-UP/BREAK-DOWN

Participants may begin setting up displays on **Friday, October 20, 2023**, beginning at 9:00 a.m. and ending at 4:30 p.m. All vendors are REQUIRED to check in with the Archives and History staff during set-up time to receive vendor packets.

Participants must be set up and ready by 5:00 p.m. when the event opens. All additional vehicles (do not include food trucks or approved vehicles attached to food units) must be parked outside of the event area before the event opens. No exceptions.

Break-down will begin at 9:00 p.m. on the last night of the event (October 21st)

FOOD/DRINKS/BAKED GOODS

Absolutely no food, drink sales during the event unless you are registered as a food vendor and cleared by the event organizer. Vendors are not allowed to prepare food at home for sale at the festival UNLESS you can provide a cottage license. Please attach a copy of your license with your application. Failure to comply will result in a citation from the Baldwin County Health Department.

PLEASE COMPLETE THE FOLLOWING & RETURN TO BE REVIEWED:

- 1) Completed, signed Application/Agreement Form
Including full description of product and booth set-up