

Carrollton Pioneer Day Festival

Thank you for your interest in the Pioneer Day Festival, sponsored by the Carroll Society for the Preservation of the Antiquities! Please take a moment to read through these guidelines, then fully complete the attached application and send it in. If you have any questions, please call Cathy Whitfield (662) 392-6194.

- Booths are assigned on a first come, first served basis. They will be spaced out more than usual and we may place some in other spots as well. We will honor as many special requests as possible but regret that we may not be able to accommodate everyone, especially requests after September 1.
- All vendors will act in a respectful and neighborly fashion. We reserve the right to deny any application or eject any vendor.
- Each vendor is personally responsible for reviewing and adhering to any requirements for sales and other taxes. Sales tax **must** be taken to the Carrollton Town Hall by 4 pm the day of the event.
- Each vendor is personally responsible for any industry specific licenses or certifications as required by any governmental agencies.
- Set up begins at 6:00 am Saturday morning; there is absolutely no setup allowed Friday night. Vehicles must be moved away from the Square by 8 am! Transportation will be provided back to the Square.
- Craft vendors will enter the Square on Jackson Street [south side of Courthouse] only. Food vendors will enter the Square on Washington Street [north side of Courthouse] only.
- You **must** check in at the south gate of the courthouse by 9:00. Sales tax forms and other information will be provided there.
- The event officially opens at 9:00 am Saturday morning.
- The event will open regardless of inclement weather.
- Each vendor is responsible for their own tables, tents, displays and other materials.
- Electricity is not provided.
- Each vendor is responsible for cleaning up their space and taking liquids with them when they leave.
- No vehicle access to Square before 3 pm.
-  By submitting your application, you are indicating your agreement with these guidelines. **Those who fail to follow these guidelines will not be allowed to participate in future events.**

Please complete the attached application, make a copy for your records, then send the original signed application along with a ***check or money order made payable to the Carroll Society for the Preservation of the Antiquities*** to the address below. Payment must be received one [1] week before the event!
Vendors with payments received by September 1 will be listed in the Pilgrimage Guide!

You will receive a letter of confirmation with a map of the square and your assigned space by the last week in September. Please help us advertise the Event by going to our Facebook page, **Carrollton Pilgrimage and Pioneer Day Event** and sharing posts with your friends or tagging us on your page.

Send Signed Application and Check or Money Order to:

Carroll Society for the Preservation of the Antiquities
P.O. Box 541
Carrollton, MS 38917

Pioneer Day Vendor Application

Please complete this application fully and legibly. Application must be signed prior to submission.



Contact Information	Company/Group Name		Vehicle/Trailer Tag # Please provide for verification				
	Contact Person		Vehicle				
	E-Mail Address:		Trailer				
	Main Phone	Alternate Phone					
	Mailing Address	City / State / Zip					
If you would like to be notified when we receive your payment, please give us the number we can text or your email address.							
Booth Information	Booth Type [Choose One]	Arts & Crafts Approximately 10x12 Feet	\$30	☐	Food/Activity Approximately 10x20 Feet	\$50	☐
	Will you be using a generator? Yes No						
	Description of Item to be sold or Activity						
	Special Request						
Sign	By signing this form I hereby agree to all rules and regulations set forth by the Carroll Society for the Preservation of Antiquities (CSPA) and agree not to hold the CSPA liable for anything.						
	Print Name			Signature			
	Payment Method	Amount	Date				
	Cash	\$					
Check	\$						
Office Use Only							
	Received by		Date Received		Entered		
	Received by		Date Received		Deposited		
	Amount		Type		Reference		
Booth #		Response Sent to Vendor					