



BECOME A VENDOR!

Event Date: October 11-12, 2024

Helena is one of Alabama's "Communities of Excellence" and is consistently recognized as one of Alabama's safest cities and one of Alabama's best places to live. Helena's Buck Creek Festival, a 501(c)(3) non-profit organization, is a family-friendly annual event which raises funds for local charities and has returned almost \$305,000 to the community over the life of the festival. We look forward to showing you why Helena's Buck Creek Festival is consistently recognized by Shelby's Best of the Best as one of the best festivals in Shelby County.

HIGHLIGHTS

- Average attendance: 10,000-12,000 per year
- Helena's Buck Creek Festival is a 501(c)3 nonprofit which has returned almost \$305,000 to the community throughout the life of the festival.
- Helena's Buck Creek Festival is a 2-day event, held at Helena's Amphitheater Park.
- **LIVE MUSIC**: Each year, Helena's Buck Creek Festival presents an exciting lineup of local talent and regionally acclaimed musical acts which are both entertaining and family friendly. Professionally produced live performances are scheduled throughout the entire duration of the festival.
- **DUCK RACE**: One of our premiere attractions is the annual Duck Race. At 3pm on Saturday thousands of rubber ducks are released at the top of the dam and travel down the waterfall and into the waiting nets of our expert "duck wranglers". Prizes are awarded to the sponsors of the 1st, 2nd, and 3rd place ducks. Festival guests may sponsor individual ducks for \$5 each or a flock of 5 for \$25.

- **CHILDREN'S ACTIVITY AREA:** The children's activity area is located near the festival stage and provides a safe place for children to have fun while their parents enjoy live musical performances. Armbands allowing Saturday all-day access to the activity area's moonwalks, slides, obstacle courses, and carnival rides will be sold for \$10 per child.
- **VENDORS:** Helena's Buck Creek Festival grounds include a large area where vendors from all over the Southeast come to tempt guests with handmade items, retail products, and a wide variety of delectable cuisine.

To become a vendor at Helena's Buck Creek Festival, a completed vendor application must be submitted and accepted.

There are three classifications of vendors:

- Food
- Retail
- Information

There are limited spaces in each category. Applications will be screened on a first come basis, so please submit your applications early. Application cut-off dates will be published and updated on our website.

Please read the attached vendor guidelines and feel free to reach out to us if you have any questions.

Completed vendor applications may be sent to us via:

Email: helenasbuckcreekfestival@gmail.com

US Postal: Helena's Buck Creek Festival · 735 2nd Street · Helena, AL 35080

VENDOR GUIDELINES

1. A fixed allocation of “Food”, “Retail” and “Informational” vendor booths are available. When the allocation is met for a specific category enrollment for that group will be closed and announced on the Helena Buck Creek Festival web site.
2. Vendor applications will be screened to ensure the widest variety of exhibitor booths are available. Please ensure you that you accurately list your primary product offered on your application to assist in this process.
3. The park will be open at 8:00 AM on Friday morning of the festival. All vendors participating in the festival will be required to complete their initial set-up on Friday of the festival. Only one vehicle per vendor will be allowed in the park per vendor. All vehicles must exit the park before 5:00 PM on Friday.
4. Vendors may resupply their booths on Saturday morning starting at 5:00 AM and must be complete before 9:00 AM when the park closes again for vehicle traffic.
5. Vendors are expected to remain open for the duration of the festival. Friday 6:00 PM – 10:00 PM and Saturday 10:00 AM – 8:00 PM.
6. No vehicles are allowed to remain in the park during festival hours. Any requests for an exception to this should be submitted on your vendor application.
7. Vendors are responsible for the contents of their booth. Minimal security will be in the park after hours. Neither Helena’s Buck Creek Festival Committee, nor the City of Helena will be responsible for any booth on Friday evening that is left unattended.
8. Vendors assume all risks of property damage and/or loss, damaged goods, and all risks of physical injury.
9. Vendors shall be solely responsible for safe and clean disposal of waste and trash and for all damages caused by vendor or vendor’s employees to all buildings, grounds, persons, or person’s property and shall indemnify and hold HBCF and the City of Helena harmless from such damages, claims, injury, or defense costs.
10. US Standard voltage of 110V will be supplied.
 - Retail and Informational vendors are limited to the electrical service provided.
 - Food vendors having electrical needs more than the 110V US must provide their own power needs.
 - Vendors requiring electricity must supply all extension cords.
 - Only two outlets are allowed per vendor.
11. No pets are allowed in the park during festival hours.
12. Sales Tax: All vendors are responsible for paying their own State, County, and City sales tax. Your information will be furnished to the City of Helena.
13. It is against the law to bring alcohol onto city property. Alcoholic drinks will be sold on-site.
14. Helena’s Buck Creek Festival reserves the right to refuse or remove any organization, vendor, or product from the festival for any reason.
15. HBCF may accept or decline any application with disclosure of reason. All fees paid toward declined applications will be returned within a reasonable period. If accepted by HBCF, this document outlines all responsibilities of HBCF and vendor. All guidelines must be followed. Noncompliance will result in breach by vendor thus forfeiting all fees paid.

VENDOR GUIDELINES

16. Food vendors:

- Must meet Shelby County Health Department Code Requirements.
- Will supply all equipment required for their safe operation.
- Will unhook from their tow vehicle if applicable.
- Will specify full length and width dimensions required as well as which side of their unit they serve from on the vendor application.
- Food vendors will be selected based on the primary product sold.
- Helena's Buck Creek Festival Committee reserves the right to grant exclusivity on certain food products.
- Please note
 - Helena's Buck Creek Festival is sponsored by Coca-Cola. All drinks served by food vendors will be Coca-Cola products, with the exception of specialty drinks such as lemonade, etc. Drinks will be pre-purchased from HBCF. Price will be around \$31 a case for Coca-Cola 20oz core products. A list of prices and products available will be sent to all food vendors no less than two months before the festival.

17. Retail and Informational vendors.

- Items for sale should predominately consist of items described on your application. The Festival Committee may ask you to remove items that do not conform to items listed on your application that may conflict with other vendors.
- Must provide their own free-standing tents.
- Spaces are approximately 12' x 12' and may not be level.
- Your location is determined by sign up date; prime spots are on a first come first serve basis. You may request your spot, based on availability.
- May not give away water or drink products.

Vendor Fees may be paid online via: ***VENMO @HBCF-2***