

Upper Cumberland Air Fair 2022



**Friday, Saturday, and Sunday
October 14th - 16th
Upper Cumberland Regional Airport**

Non-Food Vendor Information

The Upper Cumberland Air Fair will bring food, fun, excitement and a spectacular aviation expo to attendees from all over the Upper Cumberland region. If you would like to participate in the Upper Cumberland Air Fair as a non-food vendor, please read the following guidelines carefully and complete the second page of this application and return by **September 22, 2022**.

- All vendor applications are subject to approval by the Upper Cumberland Air Show planning committee. The Upper Cumberland Air Show planning committee has the right to deny an application if other applications have already been accepted for the sale of similar goods. The Upper Cumberland Regional Airport will have a designated area for vendors.
- Vendors must submit a sample list of items to be sold and the expected price range of those items.
- All fees due not later than **October 7, 2022**. All checks will be made payable to **Upper Cumberland Regional Airport**.

General Information

- Each space measures 10' x 10'. There will be an **additional cost for spaces larger than 10'x10'**. **All assignments** will be made by Upper Cumberland Air Show staff.
- Vendors must provide all materials for the booth space, including tables, chairs, equipment, tents and signage. All equipment including signs must remain within your paid space and will not be allowed to encroach on your neighbor. **Labor is not provided by Air Show staff for booth set up.**
- **Tents and other loose items must be staked/secured to ground.**
- Limited electricity is available for vendors; if available there will be an additional cost. Only run quiet generators will be permitted. **Generators will not be provided.**
- Application deadline is **September 22, 2022**. If you wish to purchase a booth space after this date, a **\$20 late fee** must accompany the application.
- Acceptance/Rejection letters will be emailed by **September 30, 2022**. Confirmation emails with instructions **will be emailed the week of October 3, 2022**.
- No refunds will be made once an application is accepted for any reason.
- Vendor must provide set up and clean up after the Air Fair. All material used and available for distribution must be secured to prevent litter and damage to aircraft or persons.

Show Schedule

****IMPORTANT****

Thursday, October 13, 2022

Vendors may set up on Thursday, **October 13, 2022** from **Noon to 5:00 pm**. Absolutely no one will be allowed to set up after 7:00 pm. Upper Cumberland Regional Airport assumes no responsibility for theft or damage.

Friday, October 14, 2022

Vendors may also set up on **Friday October 14, 2022** beginning at **7:00 am** HOWEVER, only ONE vehicle per vendor will be allowed inside the gates. No one will be allowed to enter the airport prior to **7:00 am** on Friday. Set up must be complete by **9:00 am** and all vehicles must be moved to the parking area by **9:30 am** (NO EXCEPTIONS). If you are late to set-up, you will not be allowed in the gates and there will be no refunds. Break down must not begin until after the event ends or **5:00 pm Sunday October 16** whichever is later. Tear down may be delayed until Monday at vendors request. All tear downs must be complete by **10:00 am on Monday**. Requests to leave early may only be granted by the event organizer.

For additional information and/or to mail completed applications and payment contact:

Upper Cumberland Regional Airport
Sarah Young
750 Airport Rd, Sparta, TN 38583
(931) 739-7000
www.ucregionalairport.com/air-fair



Application must be received by: September 22, 2022
Make checks payable to: Upper Cumberland Regional Airport
Visa Master Card or Discover is accepted via telephone or in person

Name of Vendor _____

Address _____

Contact Name and Phone Number _____

E-mail Address _____

Please provide a list of items to be sold and the price range:
(use back or separate sheet if necessary) _____

Fees: Outside Vending Space (food vendors use food vendor application avail on the website)

10' X 10' space **non-food only** = \$100 x Number Needed \$ _____

Trailers \$1.50/ sq foot (length x width to the longest point \$ _____

including the hitch) \$ _____

\$ _____

Advance admission tickets = \$20.00 ea x Number Needed
(each vendor will receive 2 complimentary tickets for workers) **TOTAL** \$ _____

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

I/we, the undersigned, for and in consideration of permission and space to participate in the Upper Cumberland Air Fair, October 14-16, 2022, agree to indemnify, hold harmless, and defend the Cities of Sparta and Cookeville Tennessee, the counties of Putnam and White Tennessee, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorney's fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with my/our activities preparing for the Upper Cumberland Regional Air Fair or traveling to or from the Upper Cumberland Air Fair.

I HAVE READ AND FULLY UNDERSTOOD THE ABOVE HOLD HARMLESS AND INDEMNIFICATION AGREEMENT.

Approved by:

_____ **Fee: \$** _____
Vendor Signature Date

_____ **Received:** _____
Upper Cumberland Regional Airport Date