



March 4th, 2025

Best of the Bluegrass
September 5-7, 2025 | Downtown Georgetown |
P.O. Box 676, Georgetown, KY 40324
www.festivalofthehorse.org

Dear Potential Vendor,

We are thrilled to invite you to participate in the Annual Best of the Bluegrass Festival, taking place in Historic Downtown Georgetown, Kentucky, from **September 5-7, 2025**. This exciting event brings together live music, street entertainment, family-friendly activities, and a diverse range of vendors, creating a vibrant and memorable experience for attendees and exhibitors alike.

Booth spaces will once again be available on both sides of Main Street from Mulberry to Broadway. New and returning vendors must submit their applications and full payment no later than **April 15, 2025**.

****Returning vendors will have the opportunity to claim their space; however, due to electrical availability, we cannot guarantee the same spot as last year. To ensure that all vendors requiring electricity have access, booth placements will be adjusted accordingly. Please note that if you require electricity, you must purchase it during the application process. If you do not purchase it, you will not have access to electricity during the event. ****

On **April 16, 2025**, all unreserved booth spaces will be assigned to new vendors in the order applications were received and approved. While the Festival Committee will make every effort to accommodate location requests, specific placements cannot be guaranteed.

If your application is approved, you will receive a confirmation letter with your space assignment, a map, and a receipt. Vendors who are not accepted will be notified in writing and issued a full refund. Please note that all space assignments are subject to change at the sole discretion of the Best of the Bluegrass Committee.

Attached to this letter, you will find vendor applications for each category, an Acceptance Agreement, and a Policies and Procedures document for your review. To apply, please submit your completed application, payment, and photographs of your booth/products to: Best of the Bluegrass, P.O. Box 676, Georgetown, KY 40324.

All applications will be carefully reviewed to ensure a balanced variety of offerings and to prevent excessive duplication among vendors.

We appreciate your support and look forward to making this year's Best of the Bluegrass the best one yet! If you have any questions, feel free to contact the Best of the Bluegrass Committee at 502-863-2547 or via email at gtownhorsefestival@gmail.com.

For more details, including applications, vendor criteria, policies, and procedures, visit www.festivalofthehorse.org. We hope to see you in September!

Sincerely,

Lori A. Saunders

Lori Saunders

Best of the Bluegrass Committee



FOR OFFICE USE
Booth #:

September 5-7, 2025 | Downtown Georgetown | P.O. Box 676, Georgetown, KY 40324

www.festivalofthehorse.org

Food Vendor Application

Business Name:		
Owner/Contact Person:		
Street/Mailing Address:		
City:	State:	Zip:
Phone #:	Email Address:	
Emergency Contact:	Emergency Contact #:	
Website:		

Vendor Rental:

Returning Food Vendor

New Food Vendor

Vendor Space:

10' deep by 10' long @ \$400		=\$ _____
10' deep by 20' long @ \$700		=\$ _____
10' deep by 30' long @ \$850		=\$ _____

Electrical Service:

	110 service	@ \$30.00	=\$ _____
	220 service	@ \$40.00	=\$ _____

Water Service: @ \$30.00 = \$ _____

Rental Fee Total: = \$

If you require electricity, you must purchase it during the application process. If you do not purchase it, you will not have access to electricity during the event.

Additional Vendor Information:

- In order to avoid a duplication of food items, the number and type of food vendors will be limited. Vendors are encouraged to consider food items that are unique.
- All food vendors must submit a complete menu and price list with the application. ONLY the foods listed on the menu may be sold and food prices must remain constant throughout the event. The Organizers reserve the right to have food vendors remove food items for sale that have not been previously approved.
- Food vendors MUST NOT allow wastewater or any other waste to run into gutters and through other vendor's booths at any time. The City of Georgetown Public Works Department will provide collection/disposal of grease and wastewater, and collect recyclables.
- The Scott County Health Department will inspect food vendors on site and collect fees at that time. Contact them at 502-863-3978 or 859-508-8089 regarding obtaining your food permit.

Vendor Checklist:

_____ Yes, I have completed and submitted the Application, payment, pictures and menu items (if applicable).

_____ Yes, I have read, understand and agree with the Rules and Regulations.

_____ Yes, I have completed and submitted the Acceptance Agreement.

_____ Yes, I have attached a copy of the Certificate of Insurance (if applicable).

_____ Yes, I have signed and submitted the Assumption of Risk, Release of Liability and Indemnification form.

To be considered for the festival, the entire application and check must be received by April 15, 2025.	Make checks payable to Georgetown/Scott County Tourism Commission P.O. Box 676 Georgetown, KY 40324	Contact information: 502-863-2547 gtownhorsefestival@gmail.com www.festivalofthehorse.org
Please be advised: If accepted, checks will be deposited on July 1, 2025 . If denied, checks will be mailed back to the applicant after July 1, 2025.		

2025 Best of the Bluegrass Vendor Policies and Procedures

1. The Best of the Bluegrass is organized, produced and promoted by the Best of the Bluegrass Committee, a Subcommittee of the Georgetown/Scott County Tourism Commission, which together will hereinafter be referred to as the Organizers.
2. New and returning vendors must submit their applications and payment no later than April 15, 2025. At that time, returning vendors who wish to retain their space(s) from the previous year or change locations will be assigned their first choice of spaces (on a first come, first serve basis), provided the requested space is available and suitable. New vendors will be assigned spaces in the order in which their applications were received and approved. The Organizers will do their best to place vendors in their first choice of location, but no guarantees are made. No vendor may assign, sublet, or apportion any part of a space without prior approval from the Organizers.
3. Booth spaces consist of space only. Tents, tables, chairs, electrical cords, water hoses, etc. are the responsibility of the vendor. Booth size is **10' wide by 10' deep**. This is the TOTAL footage and EVERYTHING must be contained in the assigned space, INCLUDING SIGNS, as well as the tongue and awnings of trailers.
4. All vendors are responsible for maintaining comprehensive general liability insurance, pertinent licenses or permits, and applicable taxes. *Craft vendors who do not acquire their own general liability insurance may be applicable for coverage after completing the attached Assumption of Risk, Release of Liability and Indemnification Form.* For those who do have their own coverage, a current Certificate of Insurance must be submitted with vendor application and must include:
 - A minimum of \$1,000,000.00 in coverage, for each occurrence and aggregate.
 - The Georgetown/Scott County Tourism Commission, Best of the Bluegrass Committee, Georgetown Main Street, and City of Georgetown designated as additional insured.
 - Coverage for the dates of the Best of the Bluegrass, Sept. 5-7, 2025
5. All vendors must also submit a completed Assumption of Risk, Release of Liability and Indemnity form (included herein) releasing the Georgetown/Scott County Tourism Commission, Best of the Bluegrass Committee, City of Georgetown, Kentucky, volunteers and sponsors from any liabilities.
6. Trailers and food trucks need to be **IN PLACE BY NOON** on Friday, September 5. Other vendors may begin setting up at 1:00 p.m., NO EARLIER without permission! All vehicles must be moved immediately after unloading and before 3:00 p.m. Vendors must be in their space(s) by 4:00 p.m. or risk forfeiture of their space. The Organizers will not hold, guard, or guarantee space after 4:00 p.m. on Friday. No drilling or defacing the streets or sidewalks by anchors will be permitted.
7. The Festival officially opens at 4:00 p.m. on Friday, September 5, 2025. **Festival hours are Friday, 4:00 p.m. to 10:00 pm, Saturday, 11:00 am to 10:00 pm and Sunday 11:00 am to 5:00 pm.** Vendors must be present, RAIN OR SHINE, in their booths and must remain open until 8:00 p.m., Friday and Saturday and 5:00 p.m., Sunday. NO EXCEPTIONS! Vendors are encouraged to stay open later than 8:00 p.m. on Friday and Saturday. Vendors leaving earlier than allotted time will not be eligible to participate in future festivals. Booths and merchandise must be removed as quickly as possible on Sunday beginning at 5:00 pm. Main Street reopens to traffic at 8:00 pm on Sunday, September 7, 2025. Vendors are responsible for cleaning up their area after teardown.
8. For public health, safety and welfare, motorized vehicles are not allowed into the festival area during working festival hours. NO EXCEPTIONS! Vendors will be allowed to enter the festival area with motorized vehicles no earlier than 10:30 p.m., and no later than 10:00 a.m. before festival hours to restock booths. Auto and supply vehicles must be parked in a designated separate area.

9. Political campaigning, profanity and inappropriate merchandise are not allowed from any vendor booth or those working the booth.
10. If accepted as a vendor by the Organizers, checks will be deposited on **July 1, 2025**. If denied, checks will be mailed back to the applicant after July 1, 2025.
11. Minimum security will be provided. Neither the Organizers, nor the City of Georgetown, Kentucky is responsible for any loss or damage incurred to the exhibitor's property. Organizers highly recommend that vendors pack and/or secure any products overnight.
12. Should an act of God/terrorism/Mother Nature/or Community disasters including airborne infestations such as Covid-19 occur the Organizers in consultation with City of Georgetown officials including, but not limited to, the Police Department, Fire Department, Public Works, Emergency Management and Local Health Departments following State Guidance, and the Centers for Disease Control and Prevention (CDC) will make all decisions regarding the Festival based on safety first. The Georgetown/Scott County Tourism Commission, Best of the Bluegrass Committee, the City of Georgetown, Kentucky, and the Scott County Fiscal Court cannot accept the risk of disaster for everyone. Each participant and vendor must accept the risk of loss of his or her entry fee in the event that the Organizers for any reason cancel the Festival. There will be NO REFUNDS in the event that the Festival is canceled due to incidents beyond the control of the Organizers such as outlined above. The money paid to rent booth space is spent producing and promoting the event. The Organizers have ordered and are liable to pay for supplies, rentals and services needed to produce this event, regardless of the outcome. Production and promotional costs include, but are not limited to marketing, entertainment, stage, lighting, insurance, public sanitation, and permits. ***Payments will be deposited after July 15th, 2025***
13. The Best of the Bluegrass will comply with all COVID-19 recommendations that are in effect at the time of the event including the practice of social distancing, wearing of masks and other personal protective equipment (PPE), and sanitizing. The Best of the Bluegrass will be following guidance from Local Health Departments, State Guidance, and the Centers for Disease Control and Prevention (CDC) regarding large gatherings, including [CDC recommendations](#) on preventing the spread of COVID-19.
14. All volunteers, vendors, participants, and spectators will be required to abide by the established protocols. Specific requirements for both volunteers, participants, and spectators will be shared in advance of the event via the Best of the Bluegrass website, the Best of the Bluegrass Facebook page, and event emails to registered participants.
15. There will be no refunds for vendor cancellations after August 1, 2025

2025 Best of the Bluegrass Acceptance Agreement

ONCE ACCEPTED BY THE BEST OF THE BLUEGRASS, AND AS AN EXPRESS CONDITION OF PARTICIPATION IN THE FESTIVAL, APPLICANT HEREBY AGREES:

- A. To store products and merchandise at my own risk without exceptions or limitations.
- B. To supply tent(s), trailer, tables, chairs, extension cords and any other equipment necessary to participate as a Vendor at the Festival.
- C. To comply with all representations of this application, rules and regulations, policies and procedures, and all the conditions and deadlines set forth in the informational packet, which are hereby incorporated into this Agreement by reference. Applicant further acknowledges and agrees that if Applicant or its agents fail to comply with or satisfy any of the terms or conditions of this Agreement, including the incorporated materials, Organizers shall have the right to terminate Applicant's participation as a Vendor at the Festival and order its booth closed and shut down. In this case all entry fees would be forfeited.
- D. To attach a Certificate of Insurance with a minimum of \$1,000,000.00 liability, and to complete, sign and submit the Assumption of Risk, Release of Liability and Indemnity Form releasing the Georgetown/Scott County Tourism Commission, Best of the Bluegrass Committee and the City of Georgetown, Kentucky from any and all liabilities. The Assumption of Risk, Release of Liability and Indemnification Form is incorporated into this Agreement by reference.
- E. To properly dispose of all trash and waste within the containers made available by the Best of the Bluegrass and to remove all equipment in a timely manner at the conclusion of the Festival. Applicant agrees to pay for any expenses incurred as a result of not fully cooperating with the Organizers.
- F. Should an act of God/terrorism/Mother Nature/or Community disasters including airborne infestations such as Covid-19 occur the Organizers in consultation with City of Georgetown officials including, but not limited to, the Police Department, Fire Department, Public Works, Emergency Management and Local Health Departments following State Guidance, and the Centers for Disease Control and Prevention (CDC) will make all decisions regarding the Festival based on safety first. The Georgetown/Scott County Tourism Commission, Best of the Bluegrass Committee, the City of Georgetown, Kentucky, and the Scott County Fiscal Court cannot accept the risk of disaster for everyone. Each participant and vendor must accept the risk of loss of his or her entry fee in the event that the Organizers for any reason cancel the Festival. There will be NO REFUNDS in the event that the Festival is canceled due to incidents beyond the control of the Organizers such as outlined above. The money paid to rent booth space is spent producing and promoting the event. The Organizers have ordered and are liable to pay for supplies, rentals and services needed to produce this event, regardless of the outcome. Production and promotional costs include, but are not limited to marketing, entertainment, stage, lighting, insurance, public sanitation, and permits.
- G. The Best of the Bluegrass will comply with all COVID-19 recommendations that are in effect at the time of the event including the practice of social distancing, wearing of masks and other personal protective equipment (PPE), and sanitizing. The Best of the Bluegrass will be following guidance from Local Health Departments, State

Guidance, and the Centers for Disease Control and Prevention (CDC) regarding large gatherings, including [CDC recommendations](#) on preventing the spread of COVID-19.

- H. All volunteers, vendors, participants, and spectators will be required to abide by the established protocols. Specific requirements for both volunteers, participants, and spectators will be shared in advance of the event via the Best of the Bluegrass website, the Best of the Bluegrass Facebook page, and event emails to registered participants.
- I. **The undersigned has read, understands and will comply with all rules and regulations as outlined in the Agreement, including the materials incorporated herein by reference.**

Assumption of Risk, Release of Liability and Indemnification Form – 2025

In consideration of being permitted to take part in the Best of the Bluegrass, Applicant does hereby voluntarily assume all risks associated with participation in the Best of the Bluegrass and related activities, whether known, unknown, or reasonably foreseeable, including the risk of injury, illness, damage, loss, death, and economic harm. Applicant also does hereby release, covenant not to sue, and forever discharge Georgetown/Scott County Tourism Commission, Best of the Bluegrass Committee, Georgetown/Scott County Parks and Recreation, the City of Georgetown, Kentucky, the Scott County Fiscal Court, and its officers and agents, and all sponsoring organizations and their directors, employees, sponsors, agents and volunteers (the “Released Parties”), from any and all claims, liabilities, losses, damages, expenses, accidents and occurrences (including attorney fees) arising out of, or in connection with the performance of the Best of the Bluegrass Participation Agreement, activities associated with the Festival or arising out of Applicant(s) participation in the Best of the Bluegrass. Applicant does further agree to indemnify, defend, and hold each of the Released Parties harmless from and against any and all such claims, liabilities, losses, damages, expenses, accidents and occurrence.

Applicant’s Signature: _____ **Date:** _____