

Culpeper Air Fest 2022 Vendor Application Form
Saturday October 8th, 2022

Company / Organization Name: _____

Name of Primary Contact: _____

Were you a vendor in 2021? Yes ___ No ___

Business Address: _____

City: _____ State _____ Zip _____

Phone: (_____) _____ E-Mail: _____

Types of Products/Services to be offered/advertised:

Food vendors

Please provide a menu of the foods/beverages you plan to offer. Non-Profit, civic, public service and educational organizations: Please provide a brief description of your organization and its mission

Approximate Amount of Space Requested ("Footprint") _____ ft x _____ ft

Type of setup (Check one) Trailer ___ Pop-up Tent ___ Food Truck ___

Electrical Generator Required Yes ___ No ___ Will Use My Own ___

Be advised that excessively loud generators directly affect the ability of the Air Fest to broadcast the show and emergency communications over the speaker system. If you are providing your own generator, please only use a generator that will not create excessive noise and exhaust.

Provide exact electrical needs, if needed.

Wattage requirement _____

Voltage/Amperage draw _____ / _____

Type of cord plug. Number of cord prongs is helpful _____

Names for Parking Passes

First Name: _____ Last Name: _____

First Name: _____ Last Name: _____

Due to space limitations, parking passes are restricted to two per vendor. All other vendor employees, not traveling with the pass holders, will be required to park at one of the high schools and take a shuttle bus to the airport. Be sure to coordinate the parking/shuttling requirements with the rest of your participating party. Any vehicle without an assigned parking pass will not be authorized to enter. Sorry, no exceptions.

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General Vendor Policies and Requirements

The Air fest vendor area was full in 2021. We will give priority to previous participants that submit their entire vendor package applications & fees by **May 31st**, 2022. The cut-off deadline for ALL vendor packages to be received is May 31st, 2022. After that date, new vendors will be accepted.

- Vendors are responsible for providing their own tables, tent(s), and other necessary equipment.
- Food Vendors must acquire applicable Health Department permits, if necessary, and all vendors must provide liability insurance naming Culpeper County as coinsured.
- Space constraints at the Air Fest often limit the number of vendors. The Culpeper Air Fest Committee has adopted the general policy of giving priority to those businesses/organizations based in Culpeper County, and to those providing aviation related products and services.
- The Culpeper Air Fest Committee will assign you a vendor space location.
- Set up - You are required to choose a time you will arrive for set-up. _____ I will set-up between 3:00 PM to 5:00 PM on Friday _____ I will set-up Saturday from 6:30 AM to 7:30 AM.
Authorized vendor vehicles with passes must be parked in the designated area by 8:00am. All vendor traffic on the tarmac will cease when shuttle busses arrive. Plan early, set-up early. No exceptions.
- **Take-down** will be permitted after the air show ends on Saturday. All dismantling within vendor spaces must be completed by Saturday evening.
- Vendor names will be included in promotional materials when possible.

Check the following. Your application package includes:

1. Culpeper Air Fest Vendor Application form _____
2. The \$100.00 fee, unless waived or organized as a flight school, payable to Culpeper Air Fest Foundation _____
3. \$50.00 flight school fee _____
4. A copy of your liability insurance naming Culpeper County as coinsured _____
5. Applicable Health Department permits _____
6. \$50 generator fee, if needed _____

The application fee is waived for non-profit, public service, community, educational organizations that will only have informational displays, and Air Fest sponsors. All vendor selections will be completed by June 30th. The fee will be refunded to vendors who are not selected for participation. The fee becomes nonrefundable upon you being selected as a vendor. Participating vendors acknowledge and accept that weather and other factors may influence audience size or may force the Air Fest to be rescheduled for an alternated date.

Mail completed application package to:
Attn. Brett Duckworth
12517 Beverly Ford Road
Brandy Station, VA 22714

For further assistance, contact Brett Duckworth (Air Fest Vendor Coordinator) at abduckworth@hotmail.com