

2024 Culpeper Air Fest Vendor Application Form

Saturday October 12th, 2024

Company / Organization Name: _____

Name of Primary Contact: _____

Were you a vendor in 2023? 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 _____

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 2023. We will give priority to previous participants if they submit their completed vendor package applications & fees by August 10th, 2024. After August 10th, 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 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. \$100.00 fee payable to Culpeper Air Fest Foundation (unless organized as a flight school) _____
3. \$50.00 fee (for flight schools only) _____
4. A copy of your liability insurance naming Culpeper County as coinsured _____
5. Applicable Health Department permits _____
6. \$50 generator fee, if you are requesting access to our power generator _____

The application fee is waived for Air Fest sponsors, non-profits, public service, community, and educational organizations that will only have informational displays. All vendor selections will be completed by August 31st. The fee will be refunded to vendors who are not selected for participation. The Air Fest Foundation reserves the right to refuse a vendor spot for any 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. The fee becomes nonrefundable upon being selected as a vendor and will not be refunded in the event of inclement weather or cancelation of Airfest as determined by the committee.

Mail the completed application package to:

Attn. Brandon Miller
13101 Belle Grove Ct
Culpeper, VA 22701

For further assistance, contact Brandon Miller (Air Fest Vendor Coordinator) at brandonmill3r414@gmail.com