



**Howloween 2023**  
**Hosted by The Wellness Group, LLC**

**VENDOR GUIDELINES AND APPLICATION**

**TIMES AND LOCATION**

The Howloween event will be held Saturday, October 21 2023 at Ollie Park in Clanton Alabama. This location is on Ollie Avenue next to the Clanton YMCA. The event will begin at 11:00 a.m. and end at 5:00 p.m.

**ENTRY**

Acceptance of your application and payment is required for participation. Vendors are strictly prohibited from reselling booth space. In the event that the vendor listed on this application is unable to attend, the booth space will be returned to the Humane Society of Chilton County.

Entry fees for booth spaces are \$25 for regular 10 x 10 booths. Entry fees must be submitted with your application by October 1, 2023. Cancellations with a refund will be accepted until September 1, 2023. NO REFUNDS WILL BE GIVEN FOR ANY VENDOR AFTER September 2, 2023.

**Submit your application and funding to: Humane Society of Chilton County, 139 Shade Tree Drive, Clanton, AL 35045**

Vendors are prohibited from distributing any items that are also sold by other vendors, including water, soft drinks, and edible items. If the Humane Society of Chilton County board of directors determines that a booth or activity is unsuitable for the Howloween event, they will request its removal. The Humane Society of Chilton County is not accountable for the sales or lack thereof of any booth space.

**UNDER NO CONDITIONS WILL VENDORS BE ALLOWED**  
**TO SELL, OR ADVERTISE THE SALE OF,**  
**ANY ANIMALS INCLUDING REPTILES AND FISH!**

## **EQUIPMENT**

Vendors must supply all needed equipment including tents, tables, chairs, generators, etc

## **SET UP**

Set up will begin at 6:30 a.m. and vendors must be fully set up by 10:30 a.m. at the latest. Cancellation of the Howloween event due to inclement weather will be announced, if possible, by noon on October 20, 2023. No refunds will be given. After 10:00 a.m. vendor vehicles must be parked in the vendor parking area. **YOU WILL BE RESPONSIBLE FOR ALL YOU OWN LOADING/UNLOADING AND ALL BOOTH SETUP.**

## **CLEAN UP**

All vendors must be packed and off venue grounds by 7:00 p.m.

## **PARKING**

One vendor parking space per booth space rented.

## **FOOD VENDORS**

Food vendors will be accepted on a limited basis. Food vendors are responsible for any health department permits or licenses required.

## **BOOTH SPACE**

Booth spaces are 10 X 10, should you require additional room you will be required to purchase an additional booth space.

## **SAFETY**

Tents are **required** to be staked down.

## **PROMOTION**

The Humane Society of Chilton County will advertise the event over a period of several months in local newspapers, radio, online as well as signage.

Please retain these two pages for your records and return only the following application page with your payment.

On behalf of the Humane Society of Chilton County, we would like to express our heartfelt appreciation for your support and contribution to this upcoming fundraiser event. We are immensely grateful for the generous donations, delectable food, captivating displays, and outstanding services that you will be providing.

With your invaluable support, we are confident that our event will be a resounding success, enabling us to continue rescuing and providing a loving home for animals in need. Thank you in advance for your unwavering commitment, and we eagerly anticipate partnering with you in our future endeavors.

Humane Society of Chilton County

**VENDOR APPLICATION**  
**HOWLOWEEN FUNDRAISER ON OCTOBER 21, 2023**

Name of Vendor/Business: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Cell/Business Phone with Area Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are you applying for a vendor booth or a food booth: Vendor \_\_\_\_\_ or  
Food Truck \_\_\_\_\_ If you are applying for a food truck space, how much room do  
you require? \_\_\_\_\_

Describe your booth/items you will have for sale or any services you are advertising:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing below and submitting payment you are agreeing to the terms and conditions set by the Humane Society of Chilton County for the Howloween October 21, 2023 event.

\_\_\_\_\_  
Printed name of applicant

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date