

Located 2 minutes from I-79, Exit 121 - Mercer PA  
**Free Parking - Free Admission**



**38th Annual  
 Lake Latonka Fall Festival**  
[www.lakelatonkafallfestival.com](http://www.lakelatonkafallfestival.com)

**Saturday, September 9, 2017  
 9 AM to 4 PM**

**Vendor Guidelines & General Information**

<b>1</b>	<b>Vendors</b>	Must furnish their own display equipment, tents, tables, chairs, and monies for making change. Demonstrations are encouraged.		With your consent, vendor contact information (e-mail/website) will appear on <b>our</b> website <b>FREE of charge for approximately 10 months!</b>	
<b>2</b>	<b>Fees and Space Size</b>	Inside	\$68.00 plus donation to the Vendor Chinese Auction	8' x 8' except as noted on festival map, you bring extension cords	Length/width of your display is not to exceed the designated boundaries of your booth space.
		Outside	\$48.00 plus donation to the Vendor Chinese Auction	12' x 12' <b>No electricity available outside</b>	
<b>3</b>	<b><u>DEADLINE</u></b>	<b>Application must be postmarked by July 31<sup>th</sup>. If postmarked between Aug 1 through Aug 31, there will be a \$20 late fee. No applications accepted after Sep 1<sup>st</sup>!!</b>			
<b>4</b>	<b>Space Location</b>	You will be notified of your exhibit location approximately 2 weeks prior to the Festival date, unless there is a conflict accommodating your request. <b>The 2016 vendors will be able to get their same spaces if registered by March 10, 2017. No exceptions.</b>			
<b>5</b>	<b>Applications</b>	Applications will be accepted on a first-come, first-served basis. <b>Direct sales vendors may be limited to one vendor per company. Businesses selling similar products may be limited to two vendors per product type.</b> Acceptance of fair exhibitors, materials & products is at the sole discretion of the Lake Latonka Fall Festival Committee.			
<b>6</b>	<b>Set-up times</b>	<b>Friday:</b> 2 - 7:30 pm - Lake Latonka and sponsoring clubs are not responsible for any exhibit booth structure or items left in your exhibit booth overnight. <b>Saturday morning:</b> 7 - 8:30 am - We have a Parking Committee that will help you find your space. If possible, please do not drive in the foot-traffic area. You will be permitted to park near your space while unloading/loading; if possible you may leave your vehicle behind your booth. <b>Other vehicles must be moved to the parking lot by 8:45 a.m. for safety reasons.</b>			
<b>7</b>	<b>Not Permitted</b>	Distribution of empty balloons, squirt guns, snap caps or cap guns is not permitted. These items have been known to create safety and maintenance problems for others.			
		<b>Food sales are not permitted without written consent from the LLFF Chairperson (see below).</b> Raffle tickets can be sold <b>inside</b> your booth only. Individuals from your booth are <b>not</b> permitted to roam the grounds to pass out information or items.			
<b>8</b>	<b>Vendor Chinese Auction</b>	On the day of the festival, please bring your donated item to our Vendor Chinese Auction table by 9:00 am.			
<b>9</b>	<b>Information Booth</b>	Announcements from the Information Booth will be limited to public service information, emergency use, and the Fall Festival raffle. Please post your advertising and winners at your own booth.			
<b>10</b>	<b>Housekeeping</b>	Please keep your booth area neat and clean. Bag your garbage in your own garbage bags and deposit it in the receptacles provided. We do not recycle.			
<b>11</b>	<b>Hours</b>	The festival will officially open for activities at 9 AM and end at 4 PM. <b>Please</b> do not leave your booth before 4 PM. <b>For safety reasons</b> , no vehicles will be allowed in any foot-traffic areas until the event is over.			
<b>12</b>	<b>Food</b>	Available downstairs and outside the barn area and outside the Community Center.			
<b>13</b>	<b>Refund Policy</b>	Registration fees will not be refunded. No refunds due to weather-related issues.			
<b>14</b>	<b>Welcome Packet</b>	Upon your arrival, you will receive a " <b>Welcome Packet</b> " which will include a parking pass, food coupon, lunch menu, updated information, etc.			
<b>15</b>	<b>Release</b>	Vendors release sponsor from any/all injury, liability, loss or damage that may occur to property or self while on the premises. Your signature on the waiver is an agreement to this statement.			
<b>16</b>	<b>Directions</b>	From Mercer: Take Rt. 62 North approx 6 miles; → turn left on North Cottage Road (by State Police)		Travel ½ mile on North Cottage Road. Latonka entrance is on left.	
	<b>GPS Coordinates</b>	From I-79 - Exit 121, Rt. 62 South towards Mercer, → travel approx ½ mile, turn right on North Cottage		Follow signs to festival.	
				<b>GPS</b>	41.2792900300028 - 80.17783641815185

**For more information -- contact Angela Scott, Vendor Relations Chairperson**  
**Email: [lakelatonkafallfestival@juno.com](mailto:lakelatonkafallfestival@juno.com); Phone: (330) 509-1173**