



Kiwanis Wilderness Trail Festival Vendor Application

September 19, 2026 9:00 a.m. – 4:00 p.m.

wildernesstrailfestival@gmail.com ~ www.wildernesstrailfestival.com

Questions? Contact Alan Parrish, Festival Coordinator: 540-230-7803

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Category Descriptions, Space Sizes, and Fees:

“Handcrafted by YOU” Arts & Crafts

Fee: \$75.00/per 10’ deep by 13’ wide space *Before August 14th* (no refunds)

\$90.00/per 10’ deep by 13’ wide space *After August 14th* (no refunds)

All items sold at your booth MUST BE **handcrafted by YOU**, the applicant/vendor, as well as **PRE-APPROVED** before the festival.

Non-Profits

Fee: \$75.00/per 10’ deep by 10’ wide canopy space *Before August 14th*. (no refunds) Must be a 501(c)(3) organization.

\$90.00 per 10’ deep by 10’ wide canopy space *After August 14th* (no refunds)

Business Displays:

Fee: \$100.00/per 10’ deep by 10’ wide canopy space *Before August 14th* (no refunds)

\$115.00/per 10’ deep by 10’ wide canopy space *After August 14th* (no refunds)

A business display is for businesses other than “Handcrafted by You” Arts & Crafts vendors, such as but not limited to: home based businesses, manufactured crafts, and local service or retail businesses. A full description of what your organization or business would like to do during the festival must be attached to your application before approval.

Confirmation:

- Applications will not be reviewed without registration fee, detailed description of items and/or what you would like to do, and if applicable, photos.
- Applicants will be notified as soon as possible if your application has **not been approved**.
- For approved applicants, **a confirmation email and further details will be sent to all applicants around September 1st. Until then, your cashed check will serve as confirmation of your space reservation.**

Important Deciding Facts: (Please see Guideline Information on page 3 for complete festival guidelines)

Canopy Size: Must be 10X10’ ****Note: All spaces must be clean upon your departure. No boxes, containers or other debris/trash can be left on site and must be removed by the space occupant. No electrical outlets, tables, tents, or water are provided.**

Rain Policy: The Kiwanis Wilderness Trail Festival will go on rain or shine—there is no rain date. **NO REFUNDS will be given for bad weather.**

Removal from Festival: If unapproved items are found at your space, you may be removed without a refund.

Cancellation Policy: **NO REFUNDS will be given for cancelled reservations.**

Other: The Kiwanis Club of Christiansburg and the Kiwanis Wilderness Trail Festival Planning Committee have the right to update, change or re-design the layout of the festival as they see fit. **All Festival Sponsors may be placed throughout the festival layout and may not be forced to adhere to the same guidelines as Handcrafted by YOU, Non-Profit/Business Displays, or Food Vendors.**



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Vendor Information-This must be filled in completely and legibly

Your Category: (***Please circle one***) “Handmade by YOU” Crafts, Non-Profit/Business Displays or Business Displays:

Business Name with Contact Person (***PRINT NAME***)

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: (_____) _____ Cell Phone: (_____) _____

Website: www. _____ Business Email _____

Email: _____

Social Media (if applicable): _____

Detailed Description of Items Wished to Sell/Display:

I have honestly completed the application and read all of the Kiwanis Wilderness Trail Festival guidelines.
Should I be chosen to participate in this festival, I will be a professional vendor and follow the guidelines.

SIGNATURE: _____ Date: ____/____/____

Please return 1) application 2) check made payable to **Kiwanis Club of Christiansburg**
A \$25 service fee will be charged for all Returned Checks.

Mail Fully Completed Application and Check to:
Kiwanis Club of Christiansburg
P.O. Box 313
Christiansburg, VA 24068



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This sheet is for your records.

Kiwanis Wilderness Trail Festival

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wildernesstrailfestival@gmail.com / www.wildernesstrailfestival.com

Check Number: _____

Application, Fee, and Photos were mailed on: _____

Any Contact Notes: _____

Guideline Information

Arrival and Departure Guidelines:

- **Set up time is between 5:45 – 7:45am. Vendors arriving after 8:00 a.m.** will be turned away without refund.
- **All vendors are required to remain at the show until closing.** We have advertised the specific hours of the festival, and it would not be safe, professional, or fair to patrons to break down before the specific closing time.
- Failure to appear, early withdrawal, or canceling will result in loss of space and may jeopardize participation in future shows- vendors and performing groups.

Refunds:

- **Rain and Wind Policy:** There will be **NO REFUNDS for rain or wind.** A great deal of time and expense is put into the Kiwanis Wilderness Trail Festival over the course of a year therefore it is our policy not to cancel the festival for bad weather. Vendors are responsible for providing their own protection from inclement weather. A one-hour wait period will occur before calling the status of the festival during extreme weather. After that period, if the festival is cancelled, a staff person will notify participants. Only then will vehicles be allowed back onto the festival street.
- **Cancellation Policy:** We **do not refund** for cancellations.

Virginia Department of Taxation:

- Vendors must file taxes on their own as required by law. Refer to <http://www.tax.virginia.gov>.

Additional Guidelines:

- The Kiwanis Club of Christiansburg and the Kiwanis Wilderness Trail Festival Planning Committee have the right to update, change or re-design the layout of the festival as they see fit. **All Festival Sponsors may be placed throughout the festival layout and may not be forced to adhere to the same guidelines as Handcrafted by YOU, Non-Profit/Business Displays, or Food Vendors.**
- ***No electrical outlets**, tables, tents, or water is provided. Trash cans for small amounts of debris and porta pottys will be dispersed around the festival. Trash cans will be removed approximately 1-hr after the festival.
- **Vendors are responsible for providing their own trash receptacles/bags for their space. All spaces must be left clean and free of any debris or trash of any type.**
- **A fire extinguisher must be in any booth where food is cooked**, candles are lit, or if there are any burning or smoking items. All vendors must provide fire safety equipment as required by local fire department ordinances and/or guidelines for food trucks, mobile trailer or free-standing canopy vendors.
- **Locations and street layout** are subject to change.
- **A professional attitude and consideration for co-vendors is always expected.** Failure to cooperate with the Kiwanis Wilderness Trail Festival Staff may result in removal from the show without refund.
- **Vendors shall be liable for delivery, handling, erection and removal** of their own display and materials.
- ***Demo CDs or music need to be played at a respectable level** so as not to bother other vendors- you may be asked to turn down the volume if it causes complaints.

(Edited 8/30/2025)