



2024 Product Vendor Information

We invite you to join thousands of visitors for the 8th Annual Summer Salute Festival in downtown Hopkinsville, Kentucky on August 23 & 24, 2024.

Please see additional event details below.

SECTION 1: EVENT LOGISTICS

- **Event Date and Time** – August 23, 2024 – August 24, 2024

Friday, August 23, 2024	11:00 a.m. - 10:00 p.m.
Saturday, August 24, 2024	11:00 a.m. - 10:00 p.m.

- **Location** – All festival activities will be located at:

Downtown Hopkinsville, Kentucky
 9th Street & Bethel Street
 Hopkinsville, KY 42240
 270-887-4290

<https://www.google.com/maps/place/Hopkinsville,+KY+42240/@36.8659615,87.4920455,17z/data=!3m1!4b1!4m5!3m4!1s0x886534432a268575:0x65823f1f18f1951c!8m2!3d36.8659615!4d-87.4898568>

- **Set-Up** Thursday, August 22, 2024 5:00 p.m. - 8:00 p.m.
 Friday, August 23, 2024 7:00 a.m. – 9:00 a.m.

If you arrive after 9:00 a.m. on Friday, you may be subject to forfeit your space. Festival staff will be onsite to guide you to your assigned space. **No vendors will be allowed to set up prior to this time. Do not permanently mark your space, insert anything into the pavement or leave your space in any condition except as it was when assigned to you.**

- **Security** – Night-watchmen will be provided by the festival on Thursday and Friday 10:00 pm-6:00 am. However, each vendor is responsible for the safety, sanitation, and security of their space, products, merchandise, and equipment throughout the festival.

- **Teardown** – Teardown begins on Saturday at 10:00 p.m. and must be completed by 12:00 a.m. (midnight), with all vehicles and trailers out of the area. If vehicle(s) are not removed by 12:00 a.m. (midnight), they could be subject to being towed at owners’ expense.

SECTION 2: REGISTRATION FEES (NON-REFUNDABLE)

- **Vendor Space** **\$175-per space / \$100-electricity**
The registration fee is \$175.00 per space and \$100.00 for electricity. The registration fee includes Kentucky sales tax of 6.0%. Registration fees are payable in advance and non-refundable. Fee includes items listed in Section 3.

Payments Accepted are: Cashier's Check, Money Order and/or Credit Card ONLY

Please make payable to:

City of Hopkinsville
Division of Parks and Recreation
2600 Thomas Street
Hopkinsville, Kentucky 42240

Please make note that all registration fees must be postmarked by June 30, 2024.

SECTION 3: ITEMS PROVIDED BY SUMMER SALUTE FESTIVAL

- 12' deep x 15' wide space
- Electricity (**Access to electricity is limited and will be reserved on a first-come basis. Please mark on registration form, if required**)

SECTION 4: ADDITIONAL INFORMATION

- **Vendors are expected to be present and staff their operations during festival hours.**
- Vendors are solely responsible for providing all tents, tables, chairs, utensils, paper products, equipment, +/- 100' electrical/extension cords, plugs, water hoses, connectors, and any other products to be used during the festival. **Vendors are also responsible for proper removal and disposal of all festival materials.** Dumpsters will be provided nearby for refuse disposal.
- Hopkinsville Parks and Recreation will make every effort to provide designated convenient parking for trailers and store items needed. **Please check-in and park in designated areas.**
- All vendors are expected to comply with KY Revised Statutes regarding Charitable Gaming (238.500) and Counterfeiting Intellectual Property (365.241)

SECTION 5: CONTACT INFORMATION

Hopkinsville Parks and Recreation

270-887-4290 (office)

270-632-2065 (fax)

drundall@hopkinsvilleky.us

<http://hoptownrec.com>

<http://hoptownsummersalute.com/>

