



Hoover Ridge Park 2026 Vendor Application

Event Name: Hoover Ridge Wool and Wine Festival

Event Date: April 25, 2026

Event location: Hoover Ridge Park, Madison, VA
Primary School Dr, Madison, VA 22727 (for GPS)

Vendor Agreement (please print clearly)

Organization or Business Name: _____ Contact Person: _____

Street Address: _____

City, State, Zip _____

Phone Number: _____ Cell Phone: _____

Vendor e-mail: _____ Vendor Website: _____

Vendor Facebook Page: _____

Please provide an itemized list of what you will sell. If you don't have a website or Facebook page, please include 3-5 quality photos of your work. Any pictures submitted may be used in advertising the festival. You can email the pictures to lindsay.mcparcsrec@gmail.com.

Give a brief description of your booth that you would like to be posted on the Facebook page/Instagram.

All vendors are subject to approval by the Events committee. Vendor fees are \$50.00 and can be paid via check or Venmo @hooveridgepark. Checks are to be written to **MCPRA** and mail with application to **PO Box 435, Madison, VA 22727**. Applications can also be emailed to lindsay.mcparcsrec@gmail.com.

Please refer to Vendor Rules and Regulations. Vendor will receive an acceptance e-mail or the check and pictures will be returned by mail if not accepted.

I have read and agree to the Vendor Rules and Regulations on page 2.

Vendor Signature _____ Date _____

Official use: Received _____ Approved _____ Check # & Amount _____ Space # _____

Vendor Rules and Regulations

1. Food vendors are responsible for obtaining a temporary restaurant permit and must have a working fire extinguisher at their booth. Food trucks must be on site for inspection one hour prior to the event start time the day of the event. Food vendors must attach appropriate Food Permits to application. Food vendors are responsible for disposing of their own waste. A 50-amp electrical hookup is available at most locations.
2. Spaces are approximately 10' x 10' in an open field. Vendor is to supply its own tent and is responsible for anchoring it to the ground. Hoover Ridge assumes no liability for damage caused by tents. Vendors are asked to keep within their marked space.
3. Event setup will be done by 11:30AM.
4. All booths must be completely set up by 11:30AM. All vendor booths will be open for sale from 12:00PM – 5:00PM. Break down is to be started after 5:00PM and must be completed by 7:00PM.
5. All vehicles must be moved off the festival grounds by 11:00AM the day of the event. Vendors may park in designated areas by the Parks and Rec office.
6. Vendors are to keep their booth and its surrounding area neat and clean. There will be trash receptacles available throughout the festival. Vendors are responsible for removing large trash items from the festival grounds.
7. Insurance is not provided for vendors or their products, liabilities, including attorney's fees. Insurance is the responsibility of the vendor.
8. Vendors are responsible for collecting and reporting Virginia sales tax. If you need information concerning Virginia sales tax you can call (804) 367-8057 or visit <http://www.tax.virginia.gov/site.cfm?alias=salesusetax>
9. No pets of any kind are permitted.
10. There will be a \$35 Insufficient Funds Charge for every returned check.