



Dear Friends and Neighbors,

The Henry County Public Library and Henry County Chamber of Commerce would like to invite you to take part in our upcoming Henry County Spring Shindig.

Our Henry County Spring Shindig will take place on Saturday, April 23rd 2022. This event will be outside at the Henry County Public Library. The event will take place between 11:00 a.m. and 3:00 p.m. At this event, we will have vendor booths, activities and crafts, food trucks, music, and more. We would like to enlist the help of some local businesses, organizations, farmers, artisans, and others to participate as vendors to help us make this a very special event for everyone.

Each vendor will help us by setting up a table with your local items for sale, information on your organization, or a craft table for kids. It is free to reserve your booth, but we will assign them on a first-come first-serve basis and space is limited. If you are interested in having a booth, please see the vendor guidelines for all requirements and fill out and return the form at the bottom. You can return the form in person to the Henry County Public Library, care of Natalie Jeffries, you can email it to [Natalie.Jeffries@henrylibrary.org](mailto:Natalie.Jeffries@henrylibrary.org), or you can mail it to: Henry County Public Library, c/o Natalie Jeffries, 280 East Broadway, Eminence, KY 40019.

If you have any questions, feel free to contact Natalie Jeffries with the contact info below.

We hope that you will join us in making our second annual Henry County Spring Shindig one for the record books.

Sincerely,

Natalie Jeffries, Adult Services Librarian  
[Natalie.jeffries@henrylibrary.org](mailto:Natalie.jeffries@henrylibrary.org)  
(502) 845-5682



### Vendor Guidelines

- All candy and edible items must be pre-packaged.
- No more than 4 people will be allowed to work at each booth.
- Vendors are asked to stay for the entire event (11:00 a.m. – 3:00 p.m.).
- All overflow parking will be directed to the parking lot behind Browning Chevrolet.
- Set-Up time is between 9:00 a.m. 10:30 a.m.
- All vendors must be set up and ready to go by 10:45 a.m.
- If any member of your vendor team is sick or feeling ill the day of the event with Covid-19 symptoms, please ask them to stay home.
- Vendors are required to provide their own tables, chairs, canopy tents (if you wish), decorations, handouts, masks, hand sanitizer, and anything else they might need during the event.
- Vendors can include information about their non-profit or business, only those with the required permits are allowed to sell local items and produce.
- Only vendors selling local items will be allowed to sell items during the event.
- Vendors should respond by Friday, April 8<sup>th</sup> to reserve their space.

*\* Remember that space is limited, we will assign each vendor a booth space on a first-come, first-served basis. \**

Contact person(s) for the event:

Natalie Jeffries – [Natalie.Jeffries@henrylibrary.org](mailto:Natalie.Jeffries@henrylibrary.org)

Holly Wilson

(Please cut this form off and return to the Henry County Public Library by mail or email.)

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### Vendor Participation Form

Name of business/non-profit: \_\_\_\_\_

What type of vendor booth are you (produce, organization, arts/crafts, etc.)? \_\_\_\_\_

Are you selling any items at your booth? If yes, what local item do you sell? \_\_\_\_\_

Contact Person for your Booth: \_\_\_\_\_

Contact Phone Number for your Booth: \_\_\_\_\_

- By checking this box, I verify that I understand the vendor guidelines for the Henry County Spring Shindig, and I wish to participate as a vendor.

You will be contacted once your form is received!