

**2026 Historic Appomattox Railroad Festival Application**  
**Food Concession Application**  
**GENERAL GUIDELINES AND RULES OF PARTICIPATION**

**PARTICIPATION:** Participation in the 2026 Historic Appomattox Railroad Festival is contingent on your application's acceptance by the HARF Food Concession Committee. Please include a list of all foods you would like to sell.

*Note: HARF reserves the right to limit your menu offerings if it is deemed that too many vendors are offering the same items. You will be notified of any changes that you will need to make to your menu along with your confirmation letter.*

**MENUS:** Each Concessionaire MUST clearly display their complete Menu and Prices for all items at all times throughout the festival. Menus must be clearly displayed prior to the opening of the food court area on Saturday morning or you will not be allowed to operate.

*Note: HARF reserves the right to limit your menu offerings if it is deemed that too many vendors are offering the same items. All vendors have the right to reduce prices after 3:00 pm on Sunday.*

**SET UP:** Upon your arrival and prior to set up, please verify your location with HARF Event Staff. All vendors will be allowed to setup beginning at noon on Friday, October 10, 2026. Other than trash cans, the festival committee does not provide additional items to assist you in setup so make sure you bring everything that you will need.

*Note: Streets are closed from 6:00am – 5:00 pm on Saturday, and from 11:00 am – 5:00 pm on Sunday. All vehicles must be removed from grounds by 9:00 am on Saturday and 11:00 am on Sunday or you may incur towing expenses.*

**NO GREASE ALLOWED IN TRASH CANS OR DISPOSED OF ON PROPERTY, THERE WILL BE A \$500.00 FINE FOR ANY VENDOR CAUGHT DUMPING GREASE!** *Note: If you need assistance with disposal, please talk to a committee member and we will try to help you.*

**SAFETY & CLEANLINESS:** All vendors are responsible for the cleanliness by picking up and disposing of trash, keeping area hazard free, and any other public health or safety measures. The committee appreciates your assisting us by communicating if you see trash cans that are full and require emptying. We want the food court to be as clean, safe, and healthy as possible.

**ELECTRICITY:** If you are operating any kind of electrical equipment or anything with an open flame you must have a fire extinguisher.

**WATER:** There will be one (1) water spigot onsite, please bring your own containers.

**HEALTH PERMIT / INSPECTION:** All food vendors must have a Temporary/Special Event Permit from the VA Department of Health, even if you already have a regular Food Permit. You MUST submit your completed application and fees to the local health department TWO (2) WEEKS PRIOR to the event or the temporary food vendor permit will not be issued, and you will not be able to vend. The health inspector will inspect booths on Saturday morning.

If at any time you are shut down, you will not receive a refund.

**INCLEMENT WEATHER:** There are no refunds for rain and there are no rain dates.

**INSURANCE:** ALL food vendors must provide a certificate of insurance with your application. If you do not provide an insurance certificate, your application will be denied. You are responsible for your own insurance.

**EQUIPMENT:** Please include exact measurements of all equipment, trailer (including tongue) and all tents & extensions.

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**WHERE:** Historic Downtown Appomattox, VA  
**WHEN:** Friday, October 9, 2026 12pm to 10pm No rain date  
 Saturday, October 10, 2026 9am to 5pm No rain date  
 Sunday, October 11, 2026 12pm to 5pm No rain date

**CONTACT INFORMATION:**

Name:		
Business Name:		
Billing Address:		
City:	State:	Zip:
Phone:	Tax ID#:	
Email:		

**SPACE:**(please circle what applies to you)

- Size = 18' x 18'
- What type of vendor are you? Commercial      Non-Profit (501c3 required)      Individual
- Will you need electricity? Yes      No (an additional \$20 fee will be added if electricity is needed)
- Will you be attending the festival both days? Yes      No  
 If no, please specify which day you will attend \_\_\_\_\_

**COST PER SPACE:**

- \$ 75    Non-Profit    \$95 if electricity is needed
- \$ 300    Commercial    \$320 if electricity is needed
- \$ 150    Individual    \$170 if electricity is needed

**PREVIOUS PARTICIPATION:** Have you previously participated in the Historic Appomattox Railroad Festival? (please circle what applies to you)

Yes      No

\_\_\_ I would like to request the same space I had last year\*  
 \_\_\_ Last years' space number

\*Consideration of request is acknowledged, but not guaranteed.

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Is there anything that you would like us to know when assigning your space?

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**MANDATORY for PARTICIPATION in 2026:** Please attach a complete list of ALL food items that you intend to sell at the festival, including the PRICE you intend to charge per item. Note items and prices CANNOT change once approved by HARF.

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**Measurements and Type of Equipment:** Photo of your setup is required including electrical hook up or generator set up.

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**2026 Historic Appomattox Railroad Festival Application**  
**Food Concession Application**  
**2026 Agreement & Waiver**

Please read the following statements carefully. To participate in the annual Historic Appomattox Railroad Festival, you must sign and return this agreement and required documents with your application.

- I agree to hold harmless the Historic Appomattox Railroad Festival Board of Directors or any employee or agent acting on behalf of the HARF and to indemnify them from any claim, demand or action on behalf of any person or entity arising out of any activity not sponsored by the HARF at or on the County's or Town's property that occurs as a result of the rental of the Historic Appomattox Railroad Festival including, but not limited to, its establishment, construction, use, maintenance, configuration of existence.
- I understand that I am liable for any damage that I or any of my representatives cause to the Event venue or the property of other Event participants. It is my responsibility to secure and maintain insurance as set forth herein throughout the duration of the Event. The following insurance coverage is required:
  - *Comprehensive General Liability Insurance with limits not less than \$1,000,000 each occurrence limit naming Historic Appomattox Railroad Festival, Inc. as an additional insured.*
- I understand and comply with the Historic Appomattox Railroad Festival General Guidelines and Rules of Participation. Additionally, I understand that I must comply with all applicable federal, state, and local codes, ordinances, rules and regulations, including, but not limited to fire, utility, public safety, health and building codes and regulations.
- I understand and comply with the Historic Appomattox Railroad Festival Terms & Conditions.
- I agree to allow the Historic Appomattox Railroad Festival Board full use of images and other promotional materials (photographs, video tape, audio tape) taken during the Festival for purposes of promoting the Festival this year and in future years.
- I agree to display a complete MENU and PRICE LIST at my booth(s) throughout the duration of the festival.

I have read and understand the terms and conditions in this application. By signing this form, I agree, as the applicant, to abide by the terms and conditions set forth and understand that I will be held responsible and fiscally accountable if I am not in compliance with the aforementioned term set forth in the agreement.

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Signature

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Date

**2026 Historic Appomattox Railroad Festival Application  
Food Concession Application  
2022 Agreement & Waiver**

Mail to: Historic Appomattox Railroad Festival  
P.O. Box 513  
Appomattox, VA 24522

Deadline: August 30, 2026. Any entries after this date will be considered on a space available basis and be assessed a \$25 late penalty. Spaces are limited to 40 vendors.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Acceptance: Participation in the 2026 Historic Appomattox Railroad Festival will be contingent on your application's acceptance by the HARF Food Concession Committee. HARF reserves the right to limit your menu if it is deemed that too many vendors are offering the same items. You will be notified of any changes that you will need to make to your menu along with your confirmation letter.

Office Use Only:

Date received \_\_\_\_/\_\_\_\_/2026 Check Number \_\_\_\_\_ Amount \_\_\_\_\_ Space Assignment  
\_\_\_\_\_

Waiver signed \_\_\_\_\_ Health Permit \_\_\_\_\_ Insurance Certificate \_\_\_\_\_ Menu \_\_\_\_\_ Price List \_\_\_\_\_

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Terms and Conditions

All vendors, by submitting an application, agree to the following terms and conditions:

The Historic Appomattox Railroad Festival, which shall for purposes of this agreement include Appomattox Railroad Festival, Inc. and its members, representatives and volunteers, and the Town Council of Appomattox, its officers, employees, representatives, volunteers and agents all collectively referred to as the "HARF", may remove any objectionable person, as determined in HARF's sole discretion, from the festival grounds.

The HARF reserves the right to cancel and terminate this Agreement, in whole or in part, without penalty, upon notice to Vendor. Upon such termination or cancellation, Vendor shall immediately cease use of the festival grounds. Any license granted applicant to serve as a Vendor is automatically revoked if applicant brings or allows to be brought onto the

Property tobacco, alcohol, weapons, food, beverages, merchandise or any substance or items controlled by law without prior written permission from the HARF.

Vendor is liable for the cost of repairing such alterations and/or damage, whether resulting from an act of Vendor or Vendor's agents, employees, invitees, patrons or other present due to activities of Vendor.

Vendor will hold the HARF harmless from all claims for injury to or the death of any person and for damage to or the loss of any property arising out of or attributed directly or indirectly, in whole or in part, to the operations or commissions of Vendor. Vendor indemnifies the HARF for all damage to property belonging to the HARF or others and for all injuries to or the deaths of any person resulting in whole or in part from any act of omission of Vendor. The HARF is not responsible for Vendor's property while it is on the festival grounds.

Vendor shall comply with all laws of the United States and the Commonwealth of Virginia, and all requirements of the police and fire departments or other Appomattox municipal or county authorities and shall obtain and pay for all necessary permits and licenses. The HARF may remove from the festival grounds and dispose or store personal property left behind by Vendor or Vendor's patrons. Vendor shall reimburse the HARF for the costs of such removal, disposal and/or storage.

If any part of this Agreement is ruled by any court to be void for any reason, it will be served and the rest of the Agreement will continue in force as if the invalid part had never been a part of the Agreement.

Vendor agrees not to assign a right under this Agreement to a person, entity or group without the written consent of the HARF. Vendor agrees to pay all attorneys' fees incurred by the HARF due to the failure of Vendor to comply with all terms of this Agreement.

Any dispute arising under this Agreement shall be governed by the laws of the commonwealth of Virginia. Venue for any litigation resulting from this agreement shall be proper only in Appomattox County General District Court or Appomattox County Circuit Court and Vendor voluntarily submits to the jurisdiction of such Courts.

Please keep this sheet for your records and information

**\*BY SUBMITTING YOUR SIGNED APPLICATION YOU HAVE AGREED TO ALL THE ABOVE RULES AND REGULATIONS, AND DO NOT HOLD THE FESTIVAL LIABLE\***