



VENDOR BOOTH RULES AND GUIDELINES

34th ANNUAL MOUNTAIN MUSHROOM FESTIVAL

Saturday, April 25 and Sunday, April 26, 2026



Mountain Mushroom Festival, PO Box 54, Irvine, KY 40336-0054

Mt. Mushroom Festival: (606) 723-2554

mushroomfestival@irvineonline.net

Website: www.mountainmushroomfest.org



The Mountain Mushroom Festival, a celebration of the morel mushroom and Kentucky agates, presented by the Mushroom Festival Committee in partnership with the City of Irvine and Estill Development Alliance provides a weekend of free entertainment and activities for all ages.

Location: Court Street and Broadway, Irvine, KY

Booth Sizes & Registration Fees: Check on the application form the spaces needed.

\$100 per each 10' x 10' NON-ELECTRIC space. (Maximum 2 Spaces)

\$30 additional per Electric booth space: Type 110

Payments: All vendors must register and pay online. Payment is due when registering. If your application is accepted by the adjudication committee, you will be notified within 30 days of the time you applied, and we will not be able to make a refund. If your application is not accepted by the adjudication committee, you will be notified and refunded within 30 business days of the time you applied.

Waiting List: Due to the high volume of registrations in certain mediums, new applicants accepted by the adjudication committee may be notified they are on the waiting list. If they do not want to be on this list, they must send an email stating such and will be refunded. If space is not available for wait list applicants by Friday, April 17, 2026, they will be notified and refunded.

Early Departure/Closing Fee: All vendors are required to stay for both days of the festival, and a \$35 Early Closing fee will be added to their booth fees. **This fee will be returned to all vendors who come to the Mountain Mushroom Tent, with identification, at closing time on Sunday, April 26 at 5:00 p.m.**

Important Dates to Remember:

Date	Time	Information
Friday, March 13	4 p.m.	Deadline for Applications.
Friday, April 17	4 p.m.	Deadline to submit current copies of ALL required certifications/permits for vendors selling edible products.
Friday, April 24	5 p.m. – 8:30 p.m.	Check-in/Set-up Time
Saturday, April 25	6:30 a.m. – 9 a.m.	Check-in/Set-up Time (All vehicles must be off the street by 8:30 a.m. due to the Fungus 5K Run/Walk.)
	9 a.m. – 7 p.m.	Show Hours
Sunday, April 26	10 a.m. – 5 p.m.	Show Hours (For safety reasons, no vehicles will be allowed in the booth area before 5 p.m.)
	5 p.m.	Pick Up \$35 Early Closing fee at Mountain Mushroom Tent

Arts and Crafts Eligibility

1. **All work in the arts and crafts booths must be original creations made by hand.** A craftsman is a person who makes and sells his or her own crafts/arts. **No kits are allowed. Demonstrations are encouraged.**
2. **All applicants will be required to include at least three photographs** of the items being sold with the application form and booth fees. Photos must include booth and **ALL** mediums being sold that are listed on application. These

photos facilitate our jury process. Those who are Kentucky Crafted, Kentucky Guild of Artists and Craftsmen, or Appalachian Artisan Center members will be accepted until the quota for a medium is filled.

Non-Arts and Crafts Eligibility

1. Non-Arts and Crafts Booths include any booth that sells Food Items, provides Educational or Health material, is a Non-Profit Organizations or has Games.
2. **All applicants must include at least three photographs** of ALL items being sold or displayed in booths with the application and fees. Photos must include **ALL** items being sold or displayed that are listed on their application, including a booth photo. These photos facilitate our jury process.
3. “Free Trade” (imported, handcrafted items) or embellished items must be declared as such and will be separated from the handcrafted booths. Free Trade affidavit must be submitted when registering.
4. **Those selling food products** must abide with the Food Safety Branch in Kentucky’s Department for Public Health (chfs.ky.gov) guidelines and standards. **Current copies of certifications, permits, or licenses must be submitted with application form and fees. Documents expiring before April 24, 2026, must be renewed and copies must be sent and received by Friday, April 17, 2026.** Renewed permits can be emailed, mailed to P.O. Box 54, or dropped off at Irvine City Hall. Registrations for home-based and micro-processing starts April 1, 2026. If you were registered for 2025, you will receive a renewal notice in February 2026. **IF REQUIRED DOCUMENT(S) ARE NOT RECEIVED BY THE DEADLINE**, the Festival Booth Committee will give your space to a wait list vendor. A representative from the Estill County Health Department will be checking permits prior to the festival. All permits must be on display in booth.

Booth Guidelines

1. **BOOTH APPEARANCE IS EXTREMELY IMPORTANT!** Drape tables to the ground. The more attractive the booth, the better you will sell. The festival will present a “Best Booth” Award.
2. Exhibitors will be expected to keep their booth area clean at all times. Boxes, papers, bags, and general clutter **MUST** be concealed from view. Trailers may not be parked within exhibiting area unless they are an integral part of the display. They cannot be used for storage only. Vehicles cannot be part of a booth display.
3. No booth may extend more than 10’ into the street.

General Information

1. The Festival Booth Committee is responsible for space assignment. We reserve the right to limit the number of booths with similar items.
2. The Festival Booth Committee, **to the best of their ability**, will give returning vendors their previous year’s location or location of their choice.
3. Once all vendor spaces have been filled, a waiting list will be created of all booths that meet the adjudication criteria, and wait listed vendors will be notified. If an accepted vendor cancels or required certifications are not received by Friday, April 17, 2026, the Festival Booth Committee will give their space to a wait listed vendor.
4. Exhibitors are responsible for collecting, reporting, and paying 6% KY sales tax.
5. Exhibitors are responsible for providing tables/chairs/shelter, and outdoor extension cords.
6. Exhibitors will be expected to wear their name tags at all times.
7. The Festival Booth Committee will check all booths for adherence to policies and advise exhibitors of infractions that require immediate attention.
8. **NO LATE OPENINGS, NO EARLY CLOSINGS, NO EARLY BREAKDOWN. NO EXCEPTIONS.** Anyone not complying with this rule will not be allowed to return next year.
9. The festival remains open rain or shine. Be prepared for inclement weather with appropriate protection, so your **BOOTH MAY REMAIN OPEN**. All tents must be weighted on each leg with weights (recommend 40 lbs. on each leg.) A tie down system must be implemented to bar against causing damage to neighboring tents in the event of wind. The festival is not responsible for any damage due to weather related events or inadequate tent securement.
10. Exhibitors or representative must remain in their assigned booths to do business with no roaming.
11. For safety reasons, no pets are allowed in the booth area.
12. The Festival Committee reserves the right to eliminate the selling of items not approved by the festival. **EXAMPLES:** canned pop/water, taxidermy, commercial items purchased for resale, direct sale company, gambling, martial arts

weapons, pornography, copies of designer products, animal specimens, home canned items, etc. Any object that could be a nuisance to anyone should not be sold: EXAMPLES: marshmallow guns, poppers, fireworks, disappearing ink, spray foam cans, stink bombs, silly string, water balloons, etc. No games will be allowed unless approved by the festival committee.

13. Devices that produce sound must be operated in a manner that does not infringe on the rights of neighboring exhibitors. The Festival Committee reserves the right to determine the acceptable sound level.

Exhibitor Services

1. Wireless internet service, 24-hour surveillance, and 24-hour live video streaming will be provided.
2. There will be 24-hour limited security beginning Friday evening. However, the festival makes no guarantees and assumes no responsibility for loss, theft, and breakage. Items should be removed at closing or packed away and sufficiently covered.
3. Electric service is limited and may be contracted in advance for booths.
4. The Chamber of Commerce will be providing hospitality bags during the festival.
5. The Mushroom Festival Committee will be available to help at all times.
6. An Exhibitor Letter, including maps and assigned booth number, will be emailed to all accepted vendors the week of March 30, 2026.
7. Welcome packets containing nametags, booth number tag, parking pass for **1 vehicle** per vendor for use in the designated vendor parking area, tickets for coffee/pastry, etc. will be given during check-in at the festival.
8. Campers or vehicles **larger than 30 feet may not** be parked in the designated vendor parking areas.
9. Promotion will include information to regional newspapers, radio stations, magazines, television, websites, Facebook, Instagram, and Kentucky Department of Tourism.

(Please print and keep these guidelines for your reference.)