



Helena Valley Highland Gathering

July 19, 2025

Vendor Application

Application deadline: June 28, 2025

Business Name	Contact Name		
Mailing Address	City	State	Zip
Business Phone	Cell Phone		
What do you sell?			
Website	Email		

The Helena Valley Highland Gathering is scheduled for Saturday, July 19, 2025. The Helena Highlanders Association Board will review your application to ensure your offerings align with the event and will contact you if any questions arise. Upon approval, you will receive an invoice for the selected booth fee (non-refundable), plus a 4.13% electronic payment processing fee, to secure your location. Please select your booth size carefully, as the HHA cannot accommodate tents exceeding the dimensions of the chosen space. For example, if you select a 12' x 12' booth, your tent must fit within these measurements.

If you are selling food products, please reference Montana DPHHS concerning Cottage Food Operations and be prepared to provide your approved registration with DPHHS/EHFS to Helena Highlanders Association to secure your location. You must be compliant to sell at our venue.

Select One of The Following

12' x 12' Vendor Booth - \$30 plus 4.13% electronic payment processing fee

12' x 24' Vendor Booth - \$60 plus 4.13% electronic payment processing fee

12' x 36' Vendor Booth - \$90 plus 4.13% electronic payment processing fee

1. Registration and electronic payment processing fees are non-refundable.
2. All vendors will be directed by HVHG staff to their spaces. Vehicles must be unloaded and removed prior to 8:00am on Saturday, July 19, 2025. We do not have volunteers available to help with your booth/tent set-up, so please plan accordingly! Tear-down will not be allowed until after 6pm on Saturday, July 19, 2025 or at which time the event closes, but must be complete prior to 9am Sunday, July 20, 2025.
3. We do our best to accommodate requests for specific spaces, but due to the increasing sizes in tents and the increasing number of vendors, this has become more and more difficult. We will do our best but cannot guarantee any requests for specific placement.
4. No person or vendor will be permitted to distribute printed or advertising material, solicit funds, or display merchandise at the Helena Valley Highland Gathering, other than that which is contracted.
5. Use of gongs, bells, strobe lights or other noisy distracting paraphernalia is prohibited.
6. All booths must be open and have personnel in attendance during posted event times.
7. Helena Highlanders Association, Inc will assign vendors spaces and reserve the right to reassign when necessary.
8. No Pets/Dogs are allowed. However, trained service dogs are welcome. We do not allow emotional support or companion animals at the event property including camping or in parked vehicles. The ADA defines a service animal as any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability. Emotional support and companion animals do not meet the definition of a service animal under the ADA and do not have the same public access rights. A service animal whose behavior poses a direct threat to the health or safety of others will be excluded from the event.

For more information, contact: helenahighlanders.vendors@gmail.com

The above regulations are subject to change. Please contact the Vendor coordinator at helenahighlanders.vendors@gmail.com for further information.

Vendor Agreement and Liability form

This agreement is made and entered into by and between Helena Highlanders Association, Inc ("HHA") and the vendor identified below ("Vendor"). Vendor wishes to participate in the 2025 Helena Valley Highland Gathering ("HVHG"), a HHA event scheduled for July 19, 2025, at the East Helena Rodeo Grounds in East Helena, MT.

The parties agree:

1. Subject to Vendor's compliance with this Agreement, HHA will allow Vendor to sell, distribute and display the products and wares described in the Vendor application during the HVHG.
2. Vendor agrees that items that may not be sold include drugs or drug paraphernalia, tobacco-related products, alcohol, items with adult only content or anything deemed inappropriate by HHA.
3. Vendor understands and agrees that the Vendor spaces are assigned at the sole discretion of HHA on a vendor loyalty, first come, first-served basis based on receipt of Vendor Application, space preferences, and payment by Vendor. Vendor understands that space assignments are not guaranteed.
4. Vendor agrees to the set-up and tear-down schedules as outlined in the Vendor Information provided below. Vendor must be set up and open when the HVHG begins and remain open during HVHG hours and that any vehicles must be removed from the grounds and into designated parking no later than 8:00am on Saturday, July 19, 2025. Failure to do so may result in your vehicle being towed.
5. Vendor acknowledges that HHA provides volunteers to assist Vendors with identifying their booth location NOT FOR UNLOADING OF ITEMS or in any way assisting with booth setup.
6. Vendor agrees that IN NO EVENT IS HHA OR ITS VOLUNTEERS LIABLE TO VENDOR OR ANY THIRD PARTY FOR ANY THEFT, DAMAGE, INJURY, LOSS OR DEATH OR ANY CAUSE OF ACTION WHETHER ARISING IN TORT, CONTRACT OR OTHERWISE.
7. Vendor acknowledges that each vendor space is approximately 12' long x 12' deep (12'x12'), the boundaries of which may not be exceeded in length or depth. Vendor may rent a larger space and agrees that HHA shall not be required to make any alterations to the Vendor space. Vendor spaces outside these parameters must be negotiated with the Vendor Coordinator in conjunction with this Agreement in advance.
8. Vendor agrees to maintain clean and sanitary conditions at its Vendor space at all times, and will remove all trash from and around the immediate vicinity of its Vendor space at the close of each day. Trash should be deposited in designated trash and/or recycling receptacles on HVHG grounds. No trash is to be left upon departure. Non-compliance with this rule will result in failure to be invited back in future years.
9. HHA does not provide security and does not take responsibility for the loss of or damage to Vendor property. As well as staffing its space during HVHG hours, we recommend that Vendor take reasonable steps to secure its goods overnight during the HVHG.
10. Smoking, grills, open flames, and generators in the vendor booth/tents are prohibited.
11. Electricity is not available.

Authorized Signer Printed Name

Signature

Date

By signing above, I agree to the terms and rules set forth by the Helena Highlanders Association to vend at their event.