

Diana L. Hazlett
Parke County Auditor
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Dear Vendor:

PLEASE READ THE FOLLOWING CAREFULLY!

The 2009 Covered Bridge Festival will be October 9-18, 2009.

There are no fee changes to the 2009 Parke County Special Events License (TML).

Please complete the application in **FULL**. The application will not be processed unless it is completed. They will not be returned to you by mail. **Please read the lower section of the application for the fees.**

The cost for each TML for the Parke County Covered Bridge Festival will be \$50.00. There is no cost for any other event or festival in Parke County, however, a TML is required for any event or festival within this County.

In addition, any vendor participating in the Parke County Covered Bridge Festival (except **qualified** Indiana Veterans) who **does not pay Parke County property taxes and/or reside in Parke County** will also be required to pay a \$20.00 processing fee for each TML. In order to not be assessed the processing fee, it will be necessary for applicants to present a copy of their property tax bill.

Vendors who are **qualified** for the Indiana Veterans exemption will not have to pay for the TML, nor the processing fee; however, **can be** assessed the late penalty (see below). Remember, because this is an **Indiana Statute** (IC 25-25-2-1), you **must be a resident** of the State of Indiana, and you **must** provide a copy of your DD-214 to get the Veterans exemption.

ALL Parke County Covered Bridge Festival vendors will be assessed a \$50.00 penalty for any application postmarked after **September 30, 2009**.

If you have more than one booth or space that is **divided by more than six (6) feet**, a TML is required for each location.

Payment of the cost for the TML, the processing fee, and any late fee must be submitted in the form of a **Money Order, Cashier's Check or cash**. **NO COMPANY CHECKS OR PERSONAL CHECKS WILL BE ACCEPTED**. Please make money orders or cashier's checks payable to the payable to the Parke County Auditor.

(over)

Please complete Sections A and B of the Transient Merchants License Application. **Incomplete applications will not be processed and will not be returned by mail.** Please read Section B carefully. Sign and date the application before returning **all three** copies of the application with payment to the Parke County Auditor at the address listed on the application.

*****NO TML'S WILL BE MAILED AFTER SEPTEMBER 30, 2009. They will be held for pick-up at our booths in Mansfield and Bridgeton, depending on your festival location, or at the Auditor's Office at the Courthouse in Rockville.**

Lost or forgotten TML's will not be replaced, **and it will be necessary to purchase a new license.**

There will be **NO REFUNDS** for a TML.

Food Vendors: A Food Permit from the Parke County Health Department is required. You will not receive your actual Food Permit until after the Health Department inspects your booth, but the number will be assigned when you apply for the permit. The telephone number to contact the Parke County Health Department is 765-569-6665.

Not for Profit Organizations: Please provide your organization's **not for profit number** in the space provided on the application.

Handmade exemptions: All items for sale in your booth must be handmade to qualify for the exemption. Transient Merchants who are claiming an exemption from the cost of a TML will need to refer to the Handmade Definition (included) for information regarding the types of items that will and will not qualify. Vendors who do not reside in Parke County or pay Parke County property taxes are not exempt from the \$20.00 processing fee.

ANIMALS: Parke County Ordinance 2003-12 states "That it shall be **unlawful** for a Transient Merchant to **sell, keep with the intent to sell, or otherwise dispose of** to another person any live animal, reptile or amphibian during the month of October. Any Transient Merchant who violates this Ordinance commits a Class C Infraction that has a maximum possible penalty up to \$500.00.

Any Transient Merchant who intends to sell or keep with the intent to sell or otherwise dispose of any live animal, reptile or amphibian WILL NOT be issued a TML. Any Transient Merchant who has already been issued a TML that violates this Ordinance may have their license revoked.

If you have any questions, please contact the Parke County Auditor's office at the address, telephone or e-mail address listed below.

Sincerely,

Mary McMurray
Coordinator
tml@joink.com

TML