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## Willow Rose Properties

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**To:** All WRP Exhibitors—Covered Bridge Festival  
**From:** Bart Barnes  
**Date:** 8/16/2008  
**Re:** Contact list for license and permit requirements

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As an exhibitor during the Covered Bridge Festival, you will be required to obtain and display certain permits to transact business.

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### ALL VENDORS

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**PARKE COUNTY TRANSIENT MERCHANT LICENSE** (\$50.00 License Fee + \$20.00 Processing Fee)—Call the Parke County Auditor @ (765) 569-3422 or [tml@joink.com](mailto:tml@joink.com) for information and necessary paperwork. *(Deadline is September 30 to avoid \$50.00 penalty)*

**INDIANA RESALE LICENSE** (\$25.00- 1 time fee)—Contact the Indiana Department of Revenue—Terre Haute, IN Branch Office @ (812) 235-6046 for information and necessary paperwork.

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### FOOD VENDORS ONLY

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**PARKE COUNTY FOOD PERMIT** (\$35.00)—Contact the Parke County Health Department @ (765) 569-6665 or [parkecohealth@yahoo.com](mailto:parkecohealth@yahoo.com) for information and necessary paperwork. *(Deadline is 30 days prior to the start of operation to avoid \$15.00 penalty)*

*Please take care of obtaining the necessary permits at least **60 Days** prior to the start of the Covered Bridge Festival. This will save you unnecessary problems (or penalties) during the "last minute rush".*

*Our exhibit contract clearly states you are responsible for satisfying any Federal, State and County License or permit requirements. Our policy is—if you have a problem with the TML, Indiana Department of Revenue or Parke County Health Department, you have a serious problem with Willow Rose Properties.*

If anyone has any questions about these requirements, please contact me.  
(765)548-4095 E-mail: [info@willowroseproperties.com](mailto:info@willowroseproperties.com)

**Bart Barnes**