

OktoberFest • October 14, 2023

Date: \_\_\_\_\_

# Festival On The Square Vendor Application

*Downtown Waynesville, Missouri*

Mailing Address:  
Festival on the Square  
c/o Lone Oak Printing  
PO Box 4346 • Waynesville, MO 65583

Name/Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Description of items in your booth: \_\_\_\_\_

• Space Size and Cost: (CASH OR CHECK **ONLY**) \*\*\*There is a \$25 returned check fee\*\*\*\*

PROFIT VENDOR \_\_\_\_\_ 1 parking space **\$10 (LIMITED SPACES AVAILABLE)** \_\_\_\_\_ 2 parking spaces **\$20**

NON-PROFIT VENDOR **\$10** \_\_\_\_\_ 1 parking space (LIMITED SPACES AVAILABLE) \_\_\_\_\_ 2 parking spaces

• **Set-up:** Roads will be blocked off starting at 10:00. You must be set up by 10:45am **NO SETTING UP EARLY** -Vending begins at 11am ending at 4pm. **ALL VEHICLES OUT OF AREA BY 10:45!** You are to be there the entire event, **NO BREAKING DOWN EARLY.**

*RAIN POLICY: If event is held and rained out after 1:00pm or later the event is considered complete and NO refund or rollover of vendor fee. If event is completely canceled, vendor fee will rollover to next event.*

• **NO ELECTRIC OR TABLES WILL BE PROVIDED.**

• Indicate if you have a canopy as space is limited, no larger than 10 X 10. \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

• **ALL FOOD VENDORS:** List **ALL** food items you plan to sell. We are only allowing so many of each item. After reviewing your list, you may be notified that you will have to take something off your menu. \_\_\_\_\_

• Please indicate if you have a grill. \_\_\_\_\_ **Yes (MUST HAVE FIRE EXTINGUISHER IN SPACE or you will be told to close booth down)**

• **By signing this application you are stating that you meet all state and local sales tax requirements.**

• Vendor applications must be turned in **with payment to reserve your space.** Mail in application as soon as possible as space is limited. Space is available on a first come, first serve **VENDOR PAID** basis. If spaces are filled you will be put on a waiting list.

• Vendor maps will be emailed out the week of the festival.

• The Festival On The Square will place vendors at their discretion, but space is on a first come, first serve basis.

• The Festival On The Square has the right to refuse space or if vendor is detrimental to the event they will be asked to leave.

• The Festival On The Square appreciates your interest in our event. If there are any questions, please contact us at **573-842-5296.** We will get an answer back to you as soon as possible.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Check made payable to: **Festival On The Square**

The Festival On The Square is not liable for any accidents, theft, or harm to any vendor, participants or personal property.