

OktoberFest • October 12, 2024

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** _____ 2 parking spaces **\$20**

NON-PROFIT VENDOR **\$10 (max 2 spaces. Any additional space is \$10)** _____ 1 parking space _____ 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, no larger than 10 X 10. _____ Yes _____ No

• **ALL FOOD VENDORS:** List **ALL** food items you plan to sell. We only allow so many of each item. Upon reviewing your list, you may be notified to take something off your menu. **ALL FOOD VENDORS MUST MEET AND FOLLOW CITY/COUNTY FOOD HANDLING REGULATIONS.** _____

• 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 **573-774-3001** or **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.