

December 5, 2024

Date: _____

Christmas On The Square

Downtown Waynesville, Missouri

Vendor Application

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. (**NO informational only booths**) _____

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

SELLING VENDOR _____ 1 parking space **\$10** _____ 2 parking spaces **\$20**

GIVEAWAY VENDOR _____ 1 parking space **NO CHARGE** _____ 2 parking spaces **NO CHARGE**

• **Set-up:** Roads will be blocked off starting at 4:30PM. You must be set up by 5:45PM **NO SETTING UP EARLY** -Vending begins at 6 pm ending at 9pm. **ALL VEHICLES OUT OF AREA BY 5:45!** You are to be there the entire event, **NO BREAKING DOWN EARLY.**

• **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 or giveaway. _____

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

• **If you are using a gas powered generator you 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.

• 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 or 573-774-3001.** 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.