



June 15, 2016

Interested Vendor/Exhibitor:

**The City of Osage Beach's 16th Annual Osage Beach Fall Festival will be held on
Saturday, September 10th, 2016
10 AM – 5 PM,
Osage Beach City Park ~ Hatchery Road.**

We would like to invite you to participate with us as a vendor. Attached you will find the *Vendor Form* which contains the fees and the guidelines. Spaces and electric are limited, so please respond as soon as possible. **Applications will be accepted on a FIRST COME, FIRST SERVE basis. Vendor Form deadline is Friday, August 26, 2016.**

Duplication of booths for activities, crafts, and food will be limited by the festival coordinator and paid fees will be returned to sender when spaces are full or duplicate applications have been submitted. Once we have accepted your application, your processed check for payment will serve as your receipt and you will check-in on the day of the festival as indicated on the Vendor Form guidelines (no additional confirmation will be sent out).

The City of Osage Beach's Fall Festival began back in September 2001. It has since provided a fun-filled day of food, crafts, entertainment, kid's activities as well as educational opportunities for the community. Each year hundreds of visitors enjoy the activities provided by the Fall Festival and this year we expect even more!

Whether you will be returning this year or participating for the first time, we look forward to seeing you at the park! For additional information, feel free to contact me or visit us on the web at www.osagebeach.org.

Mike Welty

Assistant City Administrator
City of Osage Beach
1000 City Parkway
Osage Beach, MO 65065
(573) 302-2000
(573) 302-2009 Fax
www.osagebeach.org
mwelty@osagebeach.org

16th Annual Osage Beach Fall Festival

Vendor/Exhibitor Participation Form

Mail to: **City of Osage Beach
Fall Festival
1000 City Parkway
Osage Beach, MO 65065**

**~ Spaces booked on a 'first-come-first-serve' basis ~
FORM DEADLINE—Friday, August 26, 2016**

1. Name _____ Phone _____ Cell Phone _____
BOOTH Name/Company Name _____ Email _____ Website _____
Address _____ City/State _____ Zip _____

2. Booth Classification: **CHOOSE ONE CATEGORY for either FOR PROFIT or NON-For-PROFIT***

- FOR PROFIT-Individual/ Business/Corporation/Group
- Crafts/Goods Retail
 - Food/Drink
 - Educational/Informational

- NON-For Profit (501c IRS Classification)-**Electric Fee Only***
- Crafts/Goods Retail
 - Food/Drink
 - Educational/Informational

3. Booth Requirements:

***NOTE: NON-For-Profit 501c IRS Classified Vendors/Exhibitors (501c verification by request) pay only ELECTRIC FEE, if applicable.**

_____ Booth Fee-10' X 10' space(s) @ \$35.00ea. = _____

_____ 110v Electric Outlet(s) @ \$25.00 each = _____

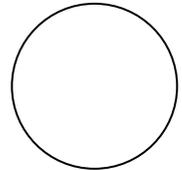
_____ 220v Electric Outlet(s)** @ \$25.00 each = _____

TOTAL ENCLOSED = _____

(Make checks payable to *City of Osage Beach-Fall Festival*)

****If 220v is needed, please fill in the following:**

Facing the plug, draw the plug figuration.



4. I will have the following BOOTH Set-Up:

Table(s), Chairs, Pop Up Tent

Trailer - SIZE:(LxWxH) _____

Serving or display window is located on the trailer: (circle one)

OTHER _____

RIGHT(passenger side) LEFT(driver's side) FRONT REAR

5. I will have the following product(s)/service(s), food item(s) or activity at my booth(s): *(attach an additional sheet if necessary)* _____

6. I/We acknowledge I/we have read the Exhibitor/Vendor Guidelines. I/We agree to indemnify and hold harmless the City of Osage Beach and its officers, directors, and agents from and against all claims, losses, and expenses incurred during the 16th Annual Fall Festival.

Signature _____

Date _____

DETACH AND KEEP FOR YOUR RECORDS

Fall Festival Vendor/Exhibitor Guidelines

- 16th Annual Osage Beach Fall Festival will be held on **SATURDAY, SEPTEMBER 10th, 2016, from 10 AM—5 PM.**
- Location - OSAGE BEACH CITY PARK.** Osage Beach Parkway to Hatchery Rd (adjacent to the Outlet Mall).
- Exhibitor/Vendor check-in is 7:30 am—9:00 am. Vehicles in festival area must be removed by 9:45 am. Designated vendor parking will be available. Exhibitors/Vendors must be ready for business by 9:45 am.
- Booth spaces are 10' X 10', \$35.00 each. Spaces must be requested and paid for in advance via this form and will be assigned prior to arrival. Spaces are limited and overflow prohibited. Booth spaces are not to be sub-leased.
- Electric outlets are available, \$25.00 each, and must be requested and paid for in advance via this form. No cords are provided.
- Exhibitors/Vendors are responsible for their own tables, chairs, and trash disposal.
- No booths are to be removed before 5:00 pm.
- The City of Osage Beach reserves the right to refuse any entry and all fees are non-refundable.
- Contact Information: City of Osage Beach, 573-302-2000 ext. 297 or visit us at www.OsageBeach.org