



Mid-Marion County Rotary Club Turkey Trot Booth Application Second Full Weekend (Fri & Sat) in October

General Festival Rules, Regulations and Specifications for Vendors

1. Payment must be included with application to reserve booth spaces.
2. Vendor space is assigned on a first come, first serve basis. The Rotary Club will make every effort to assign Vendors to their preferred location, however, we reserve the right to place Vendors at our discretion.
3. All booth spaces are 10' x 12'. Each space is intended to include trailer tongues, axles, anchors and legs for canopies. If your measurement exceeds 10' x 12', you will need to reserve an additional booth space. Canopies and booth structures must be securely anchored without utilizing city or county property, (e.g., electric or telephone poles, handrails). Vendors may not secure canopies by drilling or hammering into the street or sidewalk.
4. Tents, tables, ice, and direct water hookups will not be provided.
5. Vendors will not have access to utilities located on the Marion County Court Complex Annex building, located on Berry Street. Please do not connect your RV, supply vehicle or any other personal property to this building.
6. The Mid-Marion County Rotary Club reserves the **EXCLUSIVE RIGHTS** to T-Shirts, caps and any other promotional items that carry the official Rotary Turkey Trot logo, (past or present), or language used to promote the festival in any way.

Items Banned from Sale

1. Dangerous, offensive, or obscene materials, including, but not limited to literature, t-shirts, hats, caps, flags, etc.
2. Items that shoot or spray any type of liquid or solid projectile. This does not apply to Vendors who utilize these products as a part of their business.
3. It is at the discretion of the Mid-Marion County Rotary Club to determine if you are in violation of any of these rules and regulations. If you are in violation, you will be asked to remove the banned items or close your booth.

Trash Removal

1. Vendors are responsible to keep their space neat and clean during the event. The sidewalk may NOT be used for storage or blocked at any time. Vendors **MUST** dispose of their trash in the dumpsters provided during the event and prior to leaving. The lined trash cans that are placed around the festival are for Turkey Trot patrons and customers.



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Electric

Electrical cords must be in good condition with no breaks or exposed wires and must have a proper plug. Cords may not be hooked up to electric until they are inspected by event personnel.

Taxes

The Arkansas Department of Finance and Administration requires the promoter (Mid-Marion County Rotary Club) to disburse sales tax information forms to every vendor. Each vendor is required to fill out daily reports and remit the sales tax amount with the form, before leaving the event. All checks should be made payable to:

Arkansas Department of Finance and Administration

Set-Up and Break-Down Times:

Set-Up: Thursday, October 10, 2024 6:00 - 9:00 p.m.

Please be considerate of local businesses

Friday, October 11, 2024 7:00 - 11:00 a.m.

Break-Down: Saturday, October 12, 2024 – any time **AFTER 6:00** p.m., **NO early break-downs** without prior approval.

*All items **MUST** be removed no later than 7:00 a.m. Sunday, October 13th*

***Food Vendors see additional requirements #6 and #7 on Food Vendor page.**



**Mid-Marion County Rotary Club
Turkey Trot Booth Application – Food Vendor
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Food Vendors

1. All Food Vendor booth spaces are 10' x 12'. Each space is intended to include trailer tongues, axles, anchors, and legs for canopies. **If your measurement exceeds 10' x 12', you will need to reserve an additional booth space. Any food vendor who improperly measures their food unit may be subject to a change of location or refusal to set up.** Canopies and booth structures must be securely anchored without utilizing city or county property, (e.g., electric or telephone poles, handrails). Vendors may not secure canopies by drilling or hammering into the street or sidewalk.
2. Food Vendors must send a photo of food unit with the application. If a unit shows up that does not match the photo, you may be denied access to event.
3. Food Vendors must send a copy of their Permit from the Arkansas Department of Health at time of application.
4. Food Vendors must send proof of insurance at time of application.
5. Food Vendors must provide a menu of items to be sold at time of application. The Mid-Marion County Rotary Club reserves the right to terminate the sale of food not disclosed with application.
6. **Set-Up** – Food Vendor set-up will be at the discretion of the Food Director. At set-up, Food units must be as close to curb/sidewalk as possible. After set-up, do not leave vehicles in or around your booth space, park vehicles elsewhere. If you have a supply vehicle, contact the Food Director for further instruction about where you may park.
Food Vendors must be on location and ready to set up at the time posted. If you are late, you may be moved to a different location. If you cannot arrive by the time posted, you may contact the food director for pre-approval. Staging area will be at the Yellville City Park and you will be notified when to come to the square for set-up. Food vendors will not be allowed on the square until notified. There will be **NO** early set-up.
**Yellville City Park
417 AR-14, Potter
Yellville, AR 72687**
7. **Break-Down** - If Vendors decide to break-down early, the Food Director must be notified. If approved, the Food Director will designate an appropriate time when it is safe to move.
8. Tents, tables, ice, and direct water hookups will not be provided.
9. Vendors will not have access to utilities located on the Marion County Court Complex Annex building located on Berry Street. Please do not connect your RV, supply vehicle, or other personal property to this building.

10. Vendors must have a holding tank or outside tank (blue wastewater tank is sufficient). No wastewater is allowed on the ground.
11. Electrical cords need to be at least 150' and must be in good condition with no breaks or exposed wires and must have a proper plug. Cords may not be hooked up to electric until they are inspected by event personnel.
12. Vendors are responsible to keep their space neat and clean during the event. The sidewalk may NOT be used for storage or blocked at any time. Vendors **MUST** dispose of their trash in the dumpsters provided during the event and prior to leaving. The lined trash cans that are placed around the festival are for Turkey Trot patrons and customers.
13. All water hoses **MUST** be food grade.

ATTENTION: ALL VENDORS

Please KEEP Pages 1-4 for your copy of the Rules and Regulations.

Please Sign and Return Pages 5 and 6 to the Committee.



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Please Print Clearly:

Business Name: _____
Applicant/
Contact Name: _____
Mailing Address: _____

Applicant/
Contact Phone: _____
Email Address: _____
Website: _____

Were you a Vendor previously? _____ **If so, what year?** _____

If a booth with electricity is unavailable at the time of my application, I will accept a booth without electricity. ___Yes ___No

Electricity applicants: Voltage required ___110 ___220 ___30amp ___50amp
Length of cord _____ **Type of plug** _____

Vendors with trailers or trucks: Length, including tongue _____

Checklist for Food Vendors:

AR Dept. of Health Permit _____ **Photo of Food Unit** _____

Proof of Insurance _____ **Photo of Menu** _____

Estimated Date of Arrival: _____ **Thursday, Oct. 10** _____ **Friday, Oct. 11**

Booth Fees:

| | | |
|--------------------------|--------------------------|---------------------|
| Basic | _____ @ \$75.00 each | Total: _____ |
| Non-Food/Electric | _____ @ \$100.00 each | Total: _____ |
| Food/Electricity | _____ @ \$200.00 each | Total: _____ |
| | <u>Total Due:</u> | _____ |

Application and Fees must be received no later than September 1, 2024.



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Vendor Contract

The Mid-Marion County Rotary Club reserves the right to terminate and/or cancel the Vendor Contract and ask the Vendor to vacate the premises at any time during the event for non-compliance of festival rules. By submitting this signed form, the Vendor assumes all risk of property, as well as any bodily injury or death that might occur in connection to the event. Vendors are expected to secure their own booth each night. The Mid-Marion County Rotary Club will not be responsible for accidents, damages, or theft during the festival. No refunds will be given for any reason, including inclement weather and/or illness.

Name of Booth: _____

Name of Applicant: _____

Signature: _____ Date: _____

(By signing this document, you are confirming that you understand and agree to the terms and conditions contained herein.)

Please remit application with payment to:

Mid-Marion County Rotary Club
P.O. Box 464
Yellville, AR 72687

Or Drop off at Home and Ranch Realty in Summit or Doshier & Associates in Yellville no later than September 1, 2024.

If you have any questions, please contact:

Booth Rentals - Sandy Evans 870 656-7120

Food Vendors – Food Director - James Johnson 870 416-8306

Turkey Trot Committee Chair - Alesia Owen 870 404-1015.

Mid-Marion County Rotary President – Katie Ratliff 870 577-2843

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