

33rd Annual South Side Fall Festival

KID ACTIVITY/BOOTH APPLICATION

September 16, 17 & 18, 2022

Application Deadline: July 31, 2022

Please print or type the following information: (Use backside for additional names and addresses if necessary)

Name of Booth _____

Contact Name _____

Add'l names: _____

Contact Address _____

City _____

State & Zip Code _____, _____

Daytime Phone () _____ Evening Phone () _____

Cell Phone: () _____

Contact
E-mail Address _____

	How Many?	Kind of Booth	Cost of Booth(s)
Indicate number of 16 x 16 kid booth @ \$125 ea.	_____	<u>Kid Activity/Booth</u>	\$ _____

Electricity required? Yes No

	How Many?		Cost of Electricity
Fee for 110 volt-20-amp circuit for kid activity/booth.	_____	x \$ 10.00 ea. =	\$ _____
Fee for 220 volt-30-amp circuit for kid activity/booth.	_____	x \$ 10.00 ea. =	\$ _____
Fee for 220 volt-50-amp circuit for kid activity/booth.	_____	x \$ 10.00 ea. =	\$ _____

NOTE: Limited availability for 30 amp and 50-amp circuits.

ATTENTION:
DO NOT SEND BOOTH FEES AT THIS TIME.

Please specify the size of tent, trailer (include size with tongue) or bldg. you will be using for your kid activity booth.

Height _____

Width _____

Length _____

Please indicate the kind or type your tent or bldg. is and in area below draw a diagram of the structure and indicate the front entrance including dimensions for all sides, including the height. If appropriate information is not listed your application may be returned causing the application process to be delayed.

Do you have liability insurance? Please circle: Yes or No

If yes, a copy of your liability insurance must be e-mailed to ssffboothinfo@yahoo.com directly from your insurance agent and must arrive prior to set up. Copies from the vendor will not be accepted. The e-mailed copy must indicate name of insured, name of insurance company, agent name and telephone number, insured amount, and insured dates. The insurance must be no less than \$1,000,000 each occurrence and \$1,000,000 general aggregate. The Southside Fall Festival has the right to increase the amounts of each occurrence and general aggregate at any time if required. We will give you as much notice as possible if this requirement would change.

If you are not purchasing insurance until the day before the festival, then you will need to have your insurance agent e-mail confirmation that you are going to be purchasing the insurance and when the certificate will be expected to arrive by e-mail.

Vendors will not be allowed to check in or set up until the liability insurance form has been received.

If you do not have liability insurance, please explain why:

If you do not have liability insurance, the booth coordinator will research your kid activity and will then determine whether you need liability insurance to participate. If required, you will need to follow the instructions above directly under the *“Do you have liability insurance?”*.

If your kid booth is not an activity then you will not be required to have liability insurance unless your booth would fall under the following: anything that is or could be a form of physical contact with an individual, could cause harm in any way or is a form of an activity. Any booth showing these possibilities will be discussed with the festival’s insurance representative.

Pictures: Kid booths/activities are required to send a variety of current pictures showing booth presentation, items to be sold and activity in progress.

Once you have been notified that you have been accepted, no additional requests will be allowed.

NOTE: For any kid booth vendor that will have live animals involved, it will be the vendor’s sole responsibility to contact Kim Hurt with the City of St. Joseph. Her phone # is 816-271-4757 or e-mail her at khurt@stjoemo.org to purchase a permit prior to the festival. You must have this process completed one month prior to the festival.

*****NO RAFFLES WILL BE ALLOWED WITHOUT APPROVAL. It will be the responsibility of the vendor to request approval in a separate cover letter and must include the following: Reason for the raffle, Date raffle will be drawn, Confirmation from the entity you will be donating the money to.**

Do you give the South Side Fall Festival permission to give out your contact information to outside parties if requested?

Yes or NO (Please circle)

ATTENTION:

SEND APPLICATION AND PICTURES TO:

2402 Evergreen Lane, St. Joseph, MO 64503

SOUTHSIDE FALL FESTIVAL

BOOTH COORDINATOR

Theresa Davis

If you have any questions prior to sending in your application, please feel free to e-mail or call. All applications will be juried, and a confirmation will be sent back immediately by mail or e-mail. At that time, you will be given instructions on how to submit booth fees. Booth fees will be due upon receipt of your confirmation. Please be sure to have proper funds available at that time to cover your remittance. If your check is returned for insufficient funds, you will be charged a returned check fee charge in the amount of \$35.00 that will be due immediately and must be paid prior to the festival, otherwise you will forfeit your spot in the festival.

I, _____ have read and

(Please print full name)

thoroughly completed the application and have included all items required at time application is submitted to be juried by the Booth Coordinator and a selected Jury Committee. I have read and understand all rules and regulations of the South Side Fall Festival. I understand that if found in violation of these rules, the booth coordinator, chairperson, and co-chairperson reserve the right to close my booth with no possibility of a refund or returning for future festivals. I have included all information required with this application.

Signature

Today's Date