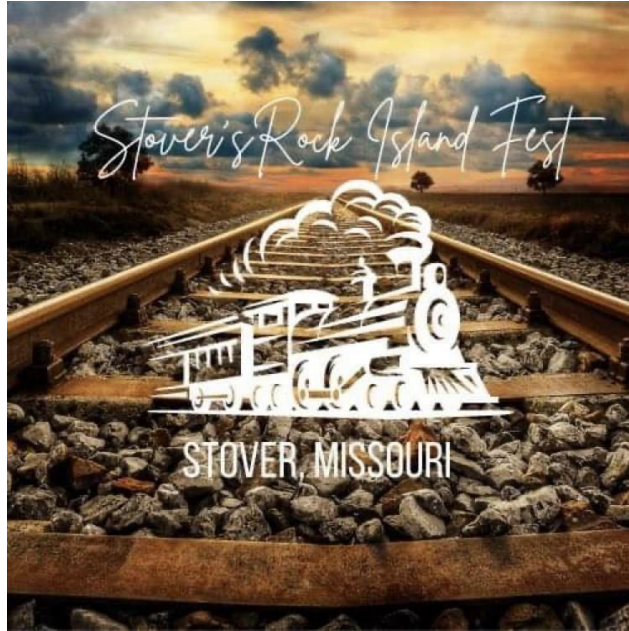


**OCTOBER 14th 2023
2nd St Downtown**



VENDOR APPLICATION

Please fill out this form and submit with payment

(payable to **Stover Chamber of Commerce**).

Booth fee must be paid to reserve a space
Mail to **Stover Chamber of Commerce**
PO BOX 533
Stover, MO 65078

Booth fees are as follows:

10X10 \$40.00 _____

10X20 \$50.00 _____

10X30 \$60.00 _____

Food Truck \$60.00 _____

You may reserve more than one booth space. This festival is an outdoor event, it will be held rain or shine. NO REFUNDS WILL BE ISSUED.

Vendors are responsible for their own booths, tables, and displays.

Electricity is not provided at this time.

_____ Craft _____ Direct Sales _____ Antiques/Collectibles/Junk _____ Food

_____ # of Booth Space/s X _____ = \$ _____ Total Due
(non-refundable)

Please send your payment with the application upon receipt. Booth spaces will not be held without payment. Commercial booths Ex: Tupperware, Sentsy, Avon etc will be limited to one unless otherwise approved.

Vendors may set up from 6—8 am the day of festival, must be ready by 9am.

Name _____ Business

Name _____

Address _____

City _____ Zip _____

Phone(_____) _____

Cell(_____) _____

Email _____

Website _____

Please list what you will be selling _____

Festival Guidelines

1. All Food vendors must comply to all County Health Regulations and must be inspected and approved the day of set up by the Morgan County Health Dept. and provide a documentation.
County Health Regulations apply to all vendors that serve food and must be inspected.

- 2. Your booth space will be assigned upon receipt of payment with a signed application. Booth spaces will not be held without payment. Payment Will not be accepted at time of event. Booth Space is non-refundable**
- 3. All Vendors must be unloaded by 8 am Saturday morning of the festival and ready for sales by 9 am.**
- 4. Vendors may NOT take down their booths until 5:00 pm but may stay later if crowd warrants until 6 pm**
- 5. All vendor vehicles must be moved off 2nd st no later than 8 am
NO EXCEPTIONS!!!**
- 6. The following will not be sold or displayed during event: Eggs, live animals or political propaganda. NO EXCEPTIONS!!!**
- 7. We will limit the number of direct sales, each company must be pre-approved. We will only allow one representative from each company. The first representative to send in payment with application form will receive the booth space.**
- 8. It is important to fill out the description of items being sold on application form, we reserve the right to limit applications based on the type of Items sold. Available Booth Space is first come first serve.**
- 9. We do not provide electricity or water to vendors at this time.**
- 10. All trailers must include the length of the tongue in their over- all length. No trailer tongues will be allowed to fall over into crosswalks or another persons booth space. If you have over a 10ft trailer, including tongue you will need a 20 ft space.**
- 11. There will be no storage of vendor products in crosswalks or on sidewalks.**
- 12. Stay at your booth site until inspection has been approved.**
- 13. No bike or vehicles will be allowed on 2nd st other than the participants of the Car and Bike show .**
- 14. All car and bike show participants must be parked and set up NO LATER than 8:30 am.**
- 15. We do not provide parking for vendors it is first come first serve when it comes to parking close to 2nd st.**

16. All Exhibitors will need their official confirmation letter along with their booth space number as they enter the festival site. Please have your Copy available for a Rock Island Fest representative BEFORE setting up. All booths will be numbered

There will be a check in point at Maple and 2nd st, Must be checked in by 7:30 am.

17. Vendors are responsible for policing your area for trash and disposing of it. Vendors are responsible for making sure their booths have representation, City of Stover and the Stover Chamber of Commerce are not responsible for theft.

18. THE FOLLOWING ITEMS WILL NOT BE ALLOWED TO BE SOLD AT FESTIVAL :
Canned String , Silly String, Marshmallow Guns, and Canned Farts.

19. NO type of self - propelled vehicles will be allowed within the festival area between the hours of 9am - 5 pm. This includes golf carts, four wheelers, motor cycles, etc. The only exception will be for official Rock Island Fest personnel, emergency staff, police, or motorized scooters or wheelchairs needed by the handicapped festival attendees.

20. Vendor shall carry public liability insurance, including bodily injury, of not less than \$500,000.00 per occurrence and not less than \$500,000.00 in aggregate. Vendor agrees to list Stover Chamber of Commerce as additional insured and agree to hold the Stover Area Chamber of Commerce harmless from any liability.

If a vendor does not carry liability insurance , the vendor shall execute a separate hold harmless agreement which will be provided.

By signing this application, you are agreeing to the terms stated in this form. You acknowledge and accept that the City of Stover and The Stover Area Chamber of Commerce will not be held responsible for any accidents.

Signature: _____ Date: _____, 20____