

**2016 PERRY SESQUICENTENNIAL CELEBRATION
VENDOR APPLICATION
AUGUST 5, & 6, 2016**

This agreement is between the vendor listed below and the Perry Community Betterment Organization, "PCBO".

PLEASE READ THOROUGHLY

THIS FORM MUST BE TURNED IN TO PCBO BY JULY 1, 2016.

VENDOR CONTACT INFORMATION

Vendor/Business Name _____

Contact Person(s) Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Fax Number _____

Email Address _____

Trailer?(circle one) Yes No Trailer Arrival Date & Time _____

PRODUCT INFORMATION

At no time shall a vendor display for sale or public display any material which in the judgement of the PCBO shall be deemed obscene, dangerous, or unlawful. Expressly prohibited from sale or display are items including, but not limited to, the following: drug paraphernalia, butterfly knives, knives w/ blades over 3", throwing stars, brass knuckles, explosives and silly string, any tobacco products, vapors, hookahs e-cigarettes or items used with an e-cigarette. The PCBO shall notify the vendor of its violation of this provision and permit the vendor to remove said items from display. Failure of vendor to comply can result in the vendor being asked to leave and no future contracts will be issued and no refund given.

Initial here

List of products to be sold:

Initial here

SPACE/BOOTH

All spaces sold are 10 x 10. If additional space is needed additional spaces must be purchased. All booth spaces are for Friday & Saturday of the celebration. No booth shall be erected in a fashion that shall damage curbs, trees, shrubbery, or other public property where booth is located. Vendors shall supply any tables, chairs, awning/covering necessary. All vendor spaces are located outside in the Bill Trower Memorial Park. Antique Show vendors will be located inside at the Perry Fire Station. All trailers must be removed and placed at designated parking area.

Initial here

BOOTH/SPACE RENTAL

Each space size is 10'x10'. Please check the appropriate box for the space you are requesting:

SPACE(S) NEEDED _____ x \$ _____ = _____ **total due to PCBO**

_____ **Retail Food Vendor (110 electric included) - \$100.00**

_____ **Nonprofit Food Vendor (110 electric included) - \$50.00**

_____ **Retail Vendor (NO electric provided) - \$40.00**

_____ **Nonprofit vendor (NO electric provided) - \$20.00**

****If you are a nonprofit organization/vendor you must include IRS paperwork stating so to get the nonprofit rental rate****

Initial here

HEALTH REGULATIONS

All food vendors must follow the guidelines from the Ralls County Health Department.

Initial here

TAXES

All vendors are responsible for collecting and reporting their own sales tax. The current tax rate is 8.225%. If exempt you must include your tax exempt letter.

Initial here

MO STATE TAX NUMBER _____

SET UP AND TEAR DOWN:

Food and Craft Vendor setup will be 12:00 pm to 5:00 pm on Thursday, August 4 and 8:00 am -10 am on Friday, August 5th. All booths must be set up and ready to open by 11:00 am Friday, August 5. Food vendors are requested to be open 11 am – 10 pm on Friday, August 5th and 9 am to 10 pm on Saturday, August 6th. Craft vendors are requested to be open between 11 am and dusk on Friday, August 5th and 9 am to 5 pm on Saturday, August 6th. Streets will be blocked off around the festival beginning at Noon on Thursday, August 4th. If booth set up is required before Thursday at 12:00 pm vendors must request permission from the PCBO. Vendors using trailers will be asked to set up by 4:00 pm Thursday, August 4(Pepsi® and Aquafina bottled water will be the exclusive soft drink for the event and will be provided by PCBO). Craft vendors can tear down beginning at 5 pm on Saturday, August 6th. Food vendors may tear down starting at 7 am Sunday. Antique Vendors will setup on Friday night, from 5pm – 8pm. **All items must be removed from the booth space assigned to you by 4 pm Sunday. No unauthorized vehicles will be allowed to enter this area until this time.** Vendors in violation could be disqualified from future PCBO events.

Initial here

LITTER

All vendors are responsible for keeping their own areas free of litter. All food vendors must provide one trash receptacle outside their vendor booth and one must be inside at all times. All boxes **must be collapsed** before being placed in the dumpsters. All vendors must take everything with them when they leave on Sunday.

Initial here

INDEMNITY

Vendor covenants that it will protect, defend, hold harmless and indemnify the PCBO and the City of Perry, their directors, officers, agents, employees, volunteers, and invitees from and against any and all expenses, claims, actions, liabilities, attorney’s fees, damages and losses of any kind whatsoever, actually or allegedly, resulting from or connected with the operation of said booth. The PCBO shall not be liable for any loss or damage to any merchandise or personal property in or about the booth, regardless of the cause of such loss or damage.

Initial here

CANCELLATION

If you find that you are not able to attend the 2016 Sesquicentennial Celebration BECAUSE OF AN EMERGENCY, you must submit to the PCBO, in writing, the reason for cancellation. The PCBO will rule individually on each cancellation request. A refund of fifty percent (50%) of total paid will be refunded in case of a qualified cancellation until July 22, 2016. NO REFUNDS WILL BE MADE AFTER THIS DATE.

Initial here

Upon signing this contract, the vendor agrees to all the provisions above. Vendor must initial in all spaces provided and all appropriate fees must accompany this contract. A committee will be assigned to review each application and they will be approved based on a first received basis and type of vendor merchandise being sold.

Initial here

PCBO

VENDOR

DATE

**Perry Community Betterment Organization
Sesquicentennial Celebration
P.O. Box 364
Perry, MO 63462**

BELOW FOR PCBO ONLY

Date Paid _____ Amt. Pd. _____ Food/Product Vendor Approved _____