

APPLICATION FOR OUTDOOR BOOTH RENTAL

2023 Theme: "Moments to Memories"

72nd Annual Dogwood Festival • April 20-22, 2023 • Camdenton, Missouri

Business/Organization: _____

Name: _____ Phone: _____ Cell: _____ e-mail: _____

Address: _____ City: _____ State: _____ Zip: _____

Products or Service [Include menu if food]: _____

Are you planning to sell anything? _____ If yes, Missouri Sales Tax Number: _____

BOOTH RATE INFORMATION (SEE FESTIVAL LAYOUT PLAN) – Space is limited

<u>Quantity</u>	<u>Description</u>			<u>TOTAL</u>
_____	Food booth(s) 10' [d] x 10' [w] { tongue must fit in booth space }	x	\$90	\$_____
<input type="checkbox"/> I have included a sketch of my trailer indicating dimensions, tongue and serving side				
All booths are 10' [d] X 10'[w]				
_____	Commercial booth(s) 10' [d] x 10' [w]	x	\$80	\$_____
_____	Craft booth(s) 10' [d] x 10' [w]	x	\$70	\$_____
_____	Non-profit organization booth(s) 10' [d] x 10' [w]	x	\$60	\$_____
_____	Camdenton Area Chamber of Commerce Member Discount per Booth	x	-\$10	-\$ (_____)

Please indicate if you need electrical service. Electrical service is only available in rows B, C & E. Bring sufficient cords to reach distribution panel. 220 V users bring pig tail to be hardwired into distribution panel.

_____	110 V Standard Electrical Service	[Est. Amps Needed _____]	x	\$35	\$_____
_____	110 V 30 Amp Electrical Service		x	\$40	\$_____
_____	220 V Electrical Service [bring pigtail]	[Amps Needed _____]	x	\$50	\$_____

TOTAL ENCLOSED \$_____

- I plan on exhibiting on **Friday evening and Saturday [Rows B, C, D E]**
- I plan on exhibiting on **Saturday only [Row D, booths 14-21].**
- I have read and understand the rules and regulations and agree to abide by them.**

BOOTH LOCATION: Please refer to the festival layout to select your preferred space [use row letter and number]. Go to www.CamdentonChamber.com for a current layout plan. Please understand preferences are considered but NOT guaranteed.

First choice: _____ Second choice: _____ Third choice: _____

I have read the Rules and Regulations printed on this application and agree they shall be part of this contract. This contract is valid when signed by Exhibitor, and accepted by the Camdenton Area Chamber of Commerce.

(Authorized Signature of Exhibitor) (Title) (Date)

I authorize CACC to charge my Card [Visa, MasterCard or Discover] \$_____ Credit Debit

Card No: _____ Exp Date: _____ Signature: _____

Please sign and return this form with payment to **the Camdenton Area Chamber of Commerce, PO Box 1375, Camdenton, MO 65020.** Applications will be accepted as long as space is available. If you have questions or need more information call the Chamber at 573-346-2227; Fax: 573-346-3496.

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Rules and Regulations for Outdoor Exhibitor/Vendor Space at Dogwood Festival

- 1. Festival Management:** The Dogwood Festival ("Festival") is a presentation of the Camdenton Area Chamber of Commerce, Inc. (hereinafter referred to as "Festival Management") which shall have the right, which it hereby expressly reserves, to make such rules and regulations as it shall deem advisable for the success of the Festival, and to change and amend the same from time to time, which shall govern the proper conduct of said Festival and the use of this contract and the space herein reserved by the Exhibitor/Vendor. The Festival Management's application, interpretation, and construction of said rules and regulations shall be final.
- 2. Eligible Exhibits and Appropriate Material:** **The Festival is a family-oriented event.** The Festival Management reserves the right to determine the eligibility of any company or product for inclusion in this Festival. We reserve the right to limit applications based on the type of merchandise or food items. **Items prohibited for sale or display include but are not limited to: alcohol, knives, guns, firecrackers, snapping pops, silly string, fake cigarettes, stink bombs, marshmallow guns, spray foam, paint balls, and items promoting drugs, drug paraphernalia or have offensive language. Items considered by Festival Management to be objectionable or of an inappropriate nature must be removed—failure to comply will result in the Exhibit being removed from the Festival.** Festival Management's determination in this regard shall be final and conclusive.
- 3. Installation and Removal of Exhibits:** Exhibits are to be installed and removed at the expense of the Exhibitor/Vendor. Exhibitor/Vendor is to comply with local rules and regulations, all decorations must be flame-proofed. Portable propane heaters and generators will not be allowed. It is your responsibility to adequately secure canopies, tents, etc.—**staking into the pavement is NOT permitted.** No exhibit shall extend past its allotted space. Exhibitor/Vendor must provide all equipment.
- 4. Set-up:** Exhibitor **setting up on Friday, April 21st will be assigned a specific time or time range.** If you only are exhibiting on Saturday, set up will be from **7:00 AM to 8:30 AM Saturday** morning. No vehicles will be allowed in the exhibit area before 10 AM or between 1-3pm on Friday and 9 AM to 6 PM on Saturday. **Exhibitors/Vendors arriving for set-up after the scheduled set-up time can be relocated to any location specified by Festival Management,** or, if no alternative is available, may forfeit their Festival participation rights. [Note: The parade begins staging at the school at 9 AM and will affect traffic, so plan accordingly.] Booths located in Row F and G will be given 15 minutes for unloading. **Do not park vehicles in booth area overnight without prior permission from Festival Management.**
- 5. Tear-down:** **Exhibitor/Vendor is responsible for own clean-up and trash disposal.** Please break down all cardboard boxes. **No vehicles will be allowed in the exhibit area between 9 AM and 6 PM on Saturday.** **Exhibitors must clean up completely [dispose of all trash in trash containers, sweep booth area].** Exhibitors/Vendors may remove their exhibits after 6 PM on Saturday, April 22, or may stay open until the carnival closes at 10 PM. Dismantling prior to these hours may result in not being allowed to exhibit the following year. All equipment must be removed by midnight, Saturday.
- 6. Electric and Water:** Requests for electrical service must be made in advance in the space provided on the application form— **exhibitor is responsible for providing own extension cords.** Bring sufficient cords to reach distribution panel [up to 100 feet]; **220 V users bring pig tail to be hardwired into distribution panel. You are responsible for bringing your own water with you.** Portable propane heaters and generators will not be allowed.
- 7. Sale of Merchandise:** Over-the-counter sale of merchandise is permitted. See section 2 for prohibited items and section 8 for required licenses/permits. It is the responsibility of the exhibitor to register for, collect, and report appropriate sales taxes.
- 8. Licenses:** ***NO LICENSE FEES ARE INCLUDED IN THE VENDOR REGISTRATION FEES AND OBTAINING SUCH PERMITS/LICENSES ARE THE RESPONSIBILITY OF THE VENDOR -** The City of Camdenton requires ALL vendors to obtain a **business license and/or Special Event license** to do business within the city limits, contact the City at 573-346-3600 for appropriate application. **Food vendors are also required to have a temporary permit** issued by the Camden County Health Department—complete the Temporary Food Permit and contact the Health Department at 573-346-5479 for more information. **Camden County also requires a merchant license for all exhibitors planning to sell; exhibitors are responsible for obtaining their own Merchant License from the County through the Camden County Collectors office.** ALL APPLICABLE LICENSES/PERMITS MUST BE OBTAINED AND PROVIDE PROOF PRIOR TO VENDOR SET-UP. Vendor List will be provided to both City and County prior to event for their records and tracking purposes.
- 9. Parking:** No special parking is provided for vendors—adequate public parking is located in and around the School campus.
- 10. Indemnification:** Exhibitor/Vendor agrees to indemnify and hold harmless Camdenton Area Chamber of Commerce, Inc., and the Camdenton R-III School District, their respective governing boards, officers, agents and employees from any and all liability of whatever nature for personal injury, property loss, or property damage sustained by the Exhibitor/Vendor and/or his employees and representatives. Liability and loss insurance is the responsibility of the Exhibitor/Vendor.
- 11. Compliance:** Exhibitor/Vendor, its employees and representatives, shall observe and comply with all Federal, State, County and City ordinances, rules and regulations. **Federal law prohibits drugs, alcohol and firearms on school grounds. Food vendors must comply with all Camden County Health Department Guideline and Permit requirements. ALL Food Vendors must have a ABC multipurpose (no less than 5#) extinguisher. Vendors using cooking oil will need an ABC multi purpose (no less than 5#) extinguisher AS WELL AS A Type K Extinguisher per City Code.** Vendors utilizing deep fryers must be in an approved facility – no tents will be allowed. **No heat source or cooking will be allowed in a tent unless it is a flame retardant tent. All grills/heated cooking appliances must be in a secure area and not accessible to the public.** All pressurized tanks including helium must be securely anchored. **All electric vendors must have GFI. County and City officials will be on site after vendor set-up to inspect ALL food vendor booths to ensure they are compliant. THE SCHOOL CAMPUS HAS BEEN DESIGNATED AS SMOKE FREE—NO SMOKING IS PERMITTED ON SCHOOL PROPERTY.**
- 12. Refunds:** No refunds will be made unless Festival Management receives written notice of cancellation of the contract more than 28 days in advance of the Festival. A \$25 handling fee will be deducted from any refunds.

72nd Annual Dogwood Festival

April 20-22, 2023

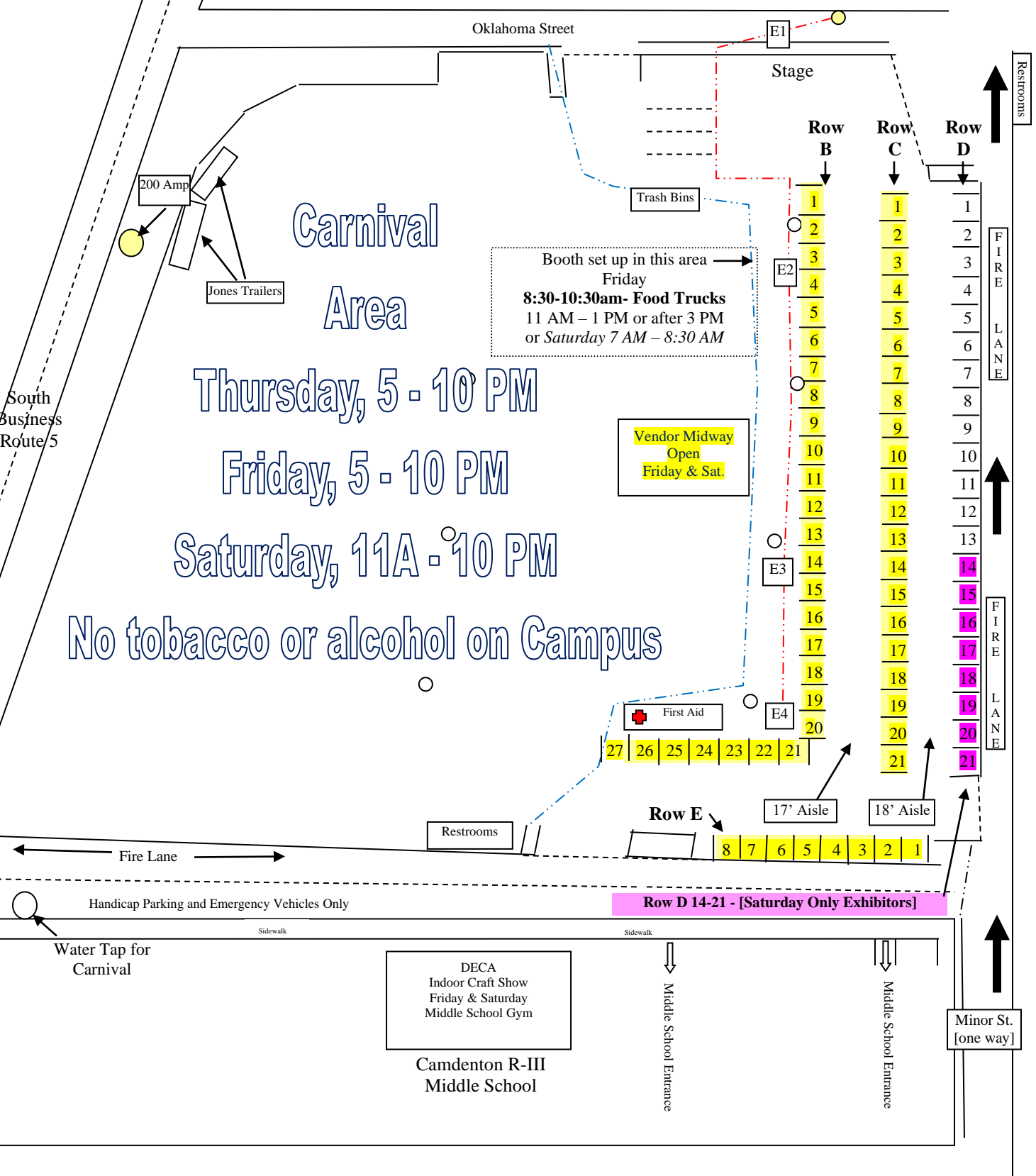
Outdoor Booth and Carnival Layout

(Carnival starts on Thursday, April 20th however outdoor vendors are open Friday evening and Saturday, April 21-22, 2023)

Updated:
January 31st,
2023

Bledsoe
Conoco X = space taken

Full electric service available Row B only; standard 110V available in Row C and E [cords will need mat or tape across aisle].



Carnival Area

Thursday, 5 - 10 PM

Friday, 5 - 10 PM

Saturday, 11A - 10 PM

No tobacco or alcohol on Campus

Booth set up in this area
Friday
8:30-10:30am- Food Trucks
11 AM - 1 PM or after 3 PM
or Saturday 7 AM - 8:30 AM

Vendor Midway
Open
Friday & Sat.

DECA
Indoor Craft Show
Friday & Saturday
Middle School Gym

Camdenton R-III
Middle School

Minor St.
[one way]