



# VENDOR REGISTRATION

## Rolla's 'Route 66' Summerfest

June 2<sup>nd</sup> & 3<sup>rd</sup>, 2023

[www.route66summerfest.com](http://www.route66summerfest.com)

### Craft & Business Vendor

Fri: 4pm – 10pm

Sat: 9am - 5pm

(May stay open later if desired)

Non-Profit \$15 (No sales/Saturday only)

Friday \$30 (limited space available)

Saturday \$60

### Game Vendor

Fri: 4pm – 10pm

Sat: 9am – 5pm

Sat: 5pm – 10pm

Volunteer FREE

Regular 10%

### Food Vendor

Fri. – 4pm – 10pm

Sat – 9am – 10pm

Trailer \_\_\_ft  Tent

Friday \$100

Saturday \$150



Which way does your serving window face?

Which picture best represents your vehicle?

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_ Cell #: \_\_\_\_\_

Business name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Electric:  220  110  NONE

Type of food, craft or game: \_\_\_\_\_

Number of 20' x 20' booths: \_\_\_\_\_ Total payment: \_\_\_\_\_

**Special Notice: No vendors can sell soft drinks or water. This is reserved for the Summerfest Committee.**

**Please return forms to the appropriate Committee member listed below:**

### Craft & Business Vendors

Danna Perkins

1167 Redwood Dr

Rolla, MO 65401

636-234-7283 (evening only)

[maeperkins2002@gmail.com](mailto:maeperkins2002@gmail.com)

### Food & Game Vendors

Amy Luebbert c/o FSCB

210 W 8th St

Rolla, MO 65401

573-364-1221 (daytime only)

[aluebbert@fscb.com](mailto:aluebbert@fscb.com)

**I have read the Terms and Conditions on the back of this form and hereby agree to abide by the rules.**

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## GENERAL TERMS AND CONDITIONS

- 1. ASSIGNMENT OF EXHIBIT SPACE:** Booths will be assigned on a first-come, first-served basis. You will have an assigned space to set up as you please, individual coordinators can give you the space sizes. Tables, chairs and tents are not provided. Tents must be weighted down. The Summerfest committee reserves the right to limit the number of exhibitors in any one category, multiple vendors with similar items may be accepted and best efforts will be made to separate similar booths. Exhibitors may not sublet or apportion space to anyone else. Payment for booth space must be received prior to registration being accepted.
- 2. SET UP, TEAR DOWN & DURATION:** Friday: All booths are to be set up by 4:00 PM Friday and are **expected to remain open until 10:00 PM.** Saturday: All booths are to be set up by 9:00 AM Saturday and **must remain open until 5:00 PM (Food vendors: 10PM).** **Craft and game vendors are welcome to stay later. Departures during the burnout are prohibited for everyone's safety.** Early departures and late set ups are disruptive and present a safety hazard to the public, as well as a security problem. For security purposes, vehicles ***cannot*** enter exhibit areas during the hours of operation. In many cases, anyone arriving late, leaving before closing or breaking down during show hours will be refused entrance to future shows.
- 3. ARRANGEMENT OF BOOTH & DISPLAYS:** Display ***must not*** protrude beyond assigned area. Exhibitor's booth must not interfere with adjacent exhibits in any way.
- 4. STAFFING:** Exhibitors are required to maintain a staff person at their booth at all times during the event. It is the exhibitor's responsibility to keep their area clean and orderly throughout the event.
- 5. PARKING:** You may temporarily park on 9th Street to set up your booth. Parking is available in the Rolla High School parking lot on 8<sup>th</sup> & Cedar streets; 3 blocks east of Pine. You may not park in the bank parking lots on 8<sup>th</sup> & Pine Street or in the city parking lots across from City Hall on 9<sup>th</sup> Street, or on 9<sup>th</sup> Street between Pine & Oak Street as these areas have been reserved for other functions.
- 6. CANCELLATION POLICY & RETURNED CHECKS:** No refunds issued after May 1st. A \$35.00 charge will be administered for all returned checks.
- 7.** The City of Rolla, Rolla Downtown Business Association (RDBA) or the Summerfest committee shall not under any circumstances be liable or responsible for any loss, damage, theft or destruction caused to any goods, equipment or other property belonging to the exhibitor.
- 8.** The City of Rolla, RDBA or the Summerfest committee shall not under any circumstances be liable or responsible for any damage, loss or injury suffered by the exhibitor or his/her employees or agents or by any other person associated with or related to the exhibitor by reason of any change in the date, time or place of exhibition or the abandonment thereof.
- 9.** The exhibitor shall be liable for all loss, damage, injury, claim cost and expenses caused to any person or property in any circumstances whatsoever by the exhibitor, his/her employees, or agents or the goods, exhibits, fitting, machinery and other property belonging to the exhibitor for which the exhibitor is responsible and the exhibitor hereby agrees to indemnify the City of Rolla, RDBA or the Summerfest committee in respect of any such loss, damage, injury claims, cost and expenses as aforesaid and all or any infringement of copyright or breach of license.
- 10.** If the RDBA/Summerfest Committee should be prevented from holding the event by any cause beyond its control or if it cannot permit the exhibitor to occupy their rented space due to circumstances beyond their control including, but not limited to, civil disobedience, inclement weather, acts of GOD, pandemic, etc. RDBA/Summerfest Committee shall have no obligation or liability to the exhibitor.
- 11.** Any contractual agreement made between an exhibitor and any supplier shall be between those parties and RDBA/Summerfest Committee shall not be a party thereto no incur any liability on behalf of any one exhibitor in such contractual arrangement.
- 12. PRIVACY POLICY:** We respect your privacy and will never sell or trade your name, mailing address, or email address. However, we frequently receive requests for exhibitor contact information from the public, and will furnish your phone numbers, website and/or email address upon such request unless you've indicated your preference to keep your mailing address or phone numbers private by contacting the coordinator of the event.
- 13. COVID-19:** CDC guidelines regarding cleanliness and personal hygiene must be followed by all vendors and their staff. Current recommendations may be found on [cdc.gov](https://www.cdc.gov) and any local recommendations/requirements will be shared prior to the event. If you are traveling from an area that is still experiencing a moderate to substantial outbreak, please contact organizers two weeks prior to the event to determine if it is still appropriate for you to attend. Anyone who has exhibited symptoms, been tested for or exposed to COVID-19 in the 14 days prior to the event should stay home. If a vendor or a member of their staff begin to experience symptoms during the festival, please close your booth to the public immediately and contact your coordinator by phone to determine the best way to proceed. Thank you for helping protect the health and safety of our local community, businesses, vendors and volunteers.