

FENTON DAYS 2018  
VENDOR INFORMATION AND REGISTRATION  
FRIDAY, OCTOBER 5 , 2018, 4:00 P.M. - 9:00 P.M.  
SATURDAY, OCTOBER 6, 2018, 11:00 A.M. - 9:00 P.M.  
PARADE AT 10:00 A.M. SATURDAY  
NO RAIN DATE OR REFUNDS DUE TO WEATHER CONDITIONS

Rules and Regulations  
Please keep this page for your records.

**GENERAL INFORMATION** This is a juried event. You must submit an application for each booth you plan to operate. Payment in full is required when you submit your booth application. Booth spaces will not be held without payment. Applications will be accepted until September 15, 2018 or until booth spaces are full. After September 15, all applications will be charged a \$50.00 late application fee. Applications will be accepted online using Paypal or mailed to Fenton Days 948 Brookwood Center, Fenton, MO 63026 . Checks should be made payable to "Fenton Days." You will receive an email confirmation within 48 hours after payment and application are received . If you do not receive an email within 72 hours after you submit your application, please contact [FentonDaysCommittee@gmail.com](mailto:FentonDaysCommittee@gmail.com)

**VENDORS ARE REQUIRED TO OCCUPY THEIR BOOTH FOR THE DURATION OF THE EVENT** Failure to do so will result in disqualification from applying for all future events.

**BOOTH INFORMATION** The booth fee includes a ten (10) foot wide by ten (10) foot deep reserved space. Vendors are responsible for providing their own tent. Tents may be rented for an additional charge of \$100 each which includes set-up and tear-down. Vendors are required to provide all other equipment needed. Booths needing and paying for electric will be supplied with one (1) electrical outlet providing a maximum of 2500 watts (20 amps) and therefore must have a 50 foot outdoor, 12 gauge grounded electrical cord. Please make sure to check your electrical equipment to keep from exceeding the allotted wattage. Booths will be located at Fenton Athletic Association Fields. Fenton Days Committee reserves the right to relocate any booth during the event if it is deemed in the best interest of the event. All booths will be vendor exclusive (for example, only one State Farm Insurance Agent will be issued a permit.) BATTERY operated lighting is permitted for vendors wishing to sell product after dark. (Generators are not permitted.)

Applications are designated as Food Vendors and Non-Food Vendors. Vendors selling pre-packaged food for immediate consumption, such as ice cream, will be considered food vendors. Vendors selling pre-packaged food for later consumption, such as salsa, will be considered general vendors and will not be placed with other food vendors.

The following items are prohibited: Fireworks, guns, knives, whips, pornographic material, drug paraphernalia, slingshots, projectiles, laser pointers or silly string. The Fenton Days Committee reserves the right to approve or refuse all other items available for distribution.

For the safety and enjoyment of all, the following items are prohibited from the event grounds: Bicycles, skateboards, roller blades, pets (except service animals), weapons, outside alcoholic beverages, glass bottles and golf carts.

Please have sufficient change available. We will have no arrangements for banking.

We ask that you break down and place empty boxes next to the trash containers provided..

Overnight security will be provided on Friday, October 5, 2018 but neither Fenton Days Committee, nor Fenton Athletic Association will be held responsible for any lost or stolen items.

In the event of inclement weather or any other occurrence that can be defined as an "Act of Nature", that may or may not force the cancellation of all or part of the event, no refunds will be issued. A refund will be given to any vendor that cancels their Vendor Application before September 15, 2018. After this date, no refunds will be issued for any reason.

**FOOD BOOTHS** All food vendors will be required to secure the appropriate permit through the St. Louis County Department of Health. Information regarding this permit can be obtained by calling 314-615-0929. As a reminder, the Health Department is requiring that all meat products be kept in a mechanical refrigerator. Refrigeration will be available on site. 6. The Fenton Days Committee offers exclusivity of food items (excluding non-alcoholic beverages and side items). Duplicate food items will be prohibited unless authorization is given by the Fenton Days Committee. Food item exclusivity is reserved on a first come, first served basis.

**SET-UP/TEAR DOWN** Set up will take place starting at noon on Friday. All vendors must be completely set up by 3:00 p.m. on Friday, October 5, 2018. At this time, the health department will begin inspections to insure vendors have necessary permits. This will also be the point when a Fenton Days representative will come around and make sure vendors are only selling the items they signed up to sell. No one will be allowed to set up before noon on Friday.

To reduce congestion in the vendor area once you have unloaded your vehicle you will be directed to other parking. You may then finish setting up your booth once vehicles have been parked.

On Saturday, October 6, 2018 we will begin vendor check-in at 7 A.M. Drop off must be complete by 9:30 as the street will be closed for the parade route. Vendors arriving outside of these times must park off-site and will be responsible for hauling their product on-site.

**PARKING** There will be no on-site vendor parking. All vendor parking will be at Fenton City Park. Shuttles will be available to transport vendors to booth area. Disabled parking is available with a visible blue hanging tag or disabled license plate.

We suggest bringing some type of cart or dolly to move your product. You will not be parking next to your booth or at Fenton Athletic Association Fields.

Vehicles will not be allowed to return to the vendor area for breakdown until after the close of the event, all foot traffic has dispersed and authorized by event staff. Please plan accordingly. All items must be removed from event grounds Saturday night as there will be no overnight security.

All vendors will be expected to park in Fenton City Park. This will include any additional cars or trailers.