SEPTFEST 2018 Vendor Rules and Regulations

*This document will be emailed to you at the same time you receive your electronic invoice. Payment of the invoice will also serve as confirmation that the following Rules & Regulations have been read in their entirety and you agree to abide by them.*

➢ All Food Vendors must be located in a self contained Food Truck/Trailer. (no

food booths/tables- unless previously approved) All food vendors must have proof of a $1,000,000 Certificate of Insurance. Food and snack food vendors are responsible for any health inspections that may occur. Please contact the Jackson County Department of Environmental Health at 816-847-7070 for your application for a temporary food permit. All food and snack vendors should be prepared for a health inspection and should be complying with all rules and regulations of health inspection. Vendors using an open flame or any cooking equipment must furnish an all-purpose dry chemical fire extinguisher, with at least a 2-A 10 BC rating. All ground surfaces utilized by the vendor must be protected from grease or oil. The vendor is responsible for all grease and oil clean-up AND REMOVAL FROM FESTIVAL AREA. VENDORS LEAVING A SOILED AREA WILL NOT BE INVITED BACK! WASTE WATER MUST BE IN CONTAINERS AND REMOVED FROM FESTIVAL AREA BY VENDOR.

➢ Vehicles are prohibited from parking within the festival area prior to their assigned set-up time Saturday morning. Set up times will be assigned a week before the festival. You will receive your time slot in the mail, email or by telephone.

➢ The hours of the festival for ALL vendors:

Friday, September 28, 2018- 5:00pm- Midnight

Saturday, September 29, 2018- 10:00 a.m.-10:00 p.m

➢All booths must remain UP AND MANNED during these hours and cannot be taken down or have merchandise removed without express permission from the Chairman, Co-Chairman, or a Chamber Member.

➢ Booths must be taken down and removed from the festival area by 10:30 p.m. Saturday night. To allow the streets to reopen and the Committee to finish cleaning up the fair area as promptly as possible.

➢ The SeptemberFest Community Days Committee provides the space only; we do not provide the booth/table/tent/canopy. We ask that ONLY fluorescent or LED lights be used.

➢The SeptemberFest Community Days Committee WILL PROVIDE each 10’ x 10’ booth with one electrical plug-in and 100 watts of electricity. ALL additional electrical needs must be requested, approved, and paid for by September 1, 2018. GENERATORS ARE NOT ALLOWED!

➢Vendors are responsible for bringing any extension cords needed. The SeptemberFest Community Committee will NOT be able to provide them for you.

➢ Like vendors will be allowed but NO DUPLICATE vendors (i.e. two Scentsy Consultants) Oak Grove Residents and Oak Grove Chamber of Commerce members will have first priority until July 1, 2018.

➢ NO leaving booth and walking into walk way to promote business.

➢ Vendors will not be allowed to SELL or DISPLAY items that are deemed by SeptemberFest Community Days Committee members (left to the discretion of the SeptemberFest Community Days Committee) to be OBSCENE, CONTROVERSIAL, DANGEROUS or ILLEGAL. Items expressly prohibited from sale or display include, but are not limited to , throwing stars, switchblades, spring-powered knives, nun chucks, butterfly knives, silly string, water weenies, and explosive devices such as fireworks, including stink bombs. ALL BOOTHS MUST BE IN GOOD TASTE!

➢ No microphones, bullhorns, loudspeakers, or any other magnification of sound will be allowed other than the planned entertainment at the stage areas. All music and the projections of sound must be contained within the booth and not be able to be heard outside the boundaries of the booth, unless approved by festival officials. ➢ Application/contract must be filled out completely or it will not be considered and all money must be paid IN FULL ONLINE for your space to be officially reserved. You have the ability to pick booth setup for Friday only, Saturday only, or BOTH days! Please remember, you MUST be in attendance the entire time. (unless especially approved prior to the event by the SeptemberFest Committee) and are only allowed to leave with Chamber authorization.

➢ VENDOR REGISTRATION DEADLINE- SEPTEMBER 1, 2018 (online payment must be received by this date or your space will be forfeited)

➢ NO REFUNDS AFTER SEPTEMBER 1, PERIOD!

➢ No changes in electrical requirements after September 1.

➢ All booth workers will obey the direction of any member of the SeptemberFest

Community Days Committee.

➢ All booth spaces will be checked regularly by members of the SeptemberFest

Community Days Committee during the festival. Written violation warnings will be issued as necessary.

➢ There will be no animals allowed unless especially approved by the committee for contest, shows or entertainment. Service animals are allowed at all times and patron must be able to produce proof of service training or status of animal.

➢ Violation of these rules and regulations will be in default of the application/contract agreement. Results may be immediate expulsion!