



## 2018 Vendor Application

Thank you for your interest in participating in the 2018 Taste of Summer. Taste of Summer is an outdoor event and will be held on June 9<sup>th</sup>, 2018 from 10:00am-3:00pm at Central Park, (1500 S. Main) in Broken Arrow, Oklahoma.

**Application Deadline: Friday, June 1st, 2018 by 5p.m.**

### Application Procedure:

Please complete and return the following to complete your application:

1. Application Form
2. Tax permit (*if you are exempt please note on the application*)
3. At least two photos (*no larger than 4" x 6"*) showing the detail of the product you sell, as well as your overall booth display. (*Please understand that the pictures or samples of your merchandise cannot be returned*)
4. Signed Contract
5. Application fee as a check or money order (*Please make checks payable to the Broken Arrow Chamber*)

**\*\*Payment is due at time of application. Payment will not be processed until you are accepted as a vendor. If you are not accepted as a vendor, or all spots are full, we will mail your payment back.**

### Notification:

The week of June 4<sup>th</sup>, we will notify you via email to inform you if your application has been accepted.

### Waiting List:

If our response to you indicates you have been placed on a waiting list, you will remain on the waiting list until there is an opening. If an opening becomes available, we will notify you immediately.

### Rates:

Our current rates for booth rental are as follows:

\*\*Tent, tables, chairs & electricity are **NOT** included.

- \$100 for a 10x10 booth space (*you can rent up to 4 10x10 spaces.*)
- \$125 for a 10x10 booth space that is on the end of the isle (*only 8 of these available.*)
- \$150 for a 10x10 booth space that allows you to be open on both sides of your booth (*limited to 2 10x10 open sided spaces.*)

# 2018 Taste of Summer Vendor Application

This application must be filled out COMPLETELY and LEGIBLY for consideration.

Company Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Phone 2: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Oklahoma Sales Tax ID #: \_\_\_\_\_

**Booth rental:** *(please check which booth you are applying for)*

\_\_\_\_\_ \$100 for a 10x10 booth space *(you can rent up to 4 10x10 spaces)*

\_\_\_\_\_ \$125 for a 10x10 booth space that is on the end of the isle *(only 8 of these available)*

\_\_\_\_\_ \$150 for a 10x10 booth space that allows you to be open on both sides of your booth  
*(Limited to 2 10x10 open sided spaces)*

Total Number of 10x10 Booth spaces? \_\_\_\_\_ Total Due: \$ \_\_\_\_\_

List all items that will be for sale in booth, or attach pamphlet:

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**Please mail your application, photos, contract and payment to:**

Broken Arrow Chamber of Commerce

Attn. Taste of Summer Vendor

210 North Main Street, Suite C

Broken Arrow, OK 74012

Or email to [Tasteofsummerba@gmail.com](mailto:Tasteofsummerba@gmail.com)

Make checks payable to: Broken Arrow Chamber

If you have any questions, call us at (918) 251-1518 or email [tasteofsummerba@gmail.com](mailto:tasteofsummerba@gmail.com)

# 2018 TASTE OF SUMMER

## IMPORTANT INFORMATION

Booths must remain open the entire time the festival is open. If booths are removed before the end of the festival, the Taste of Summer Committee reserves the right to refuse participation in future Taste of Summer festivals. Exhibitors will receive a "check in" packet on set-up day with exhibitors ID and other information.

### LOCATION

Central Park, 1500 S. Main, Broken Arrow, Oklahoma

### FESTIVAL HOURS

10:00 a.m. to 3:00 p.m.

### ENTRY DEADLINE

All applications must be received by Friday, June 1st, 2018 by 5p.m.

### SET UP

Friday, June 8th, 2018 from 1:00pm - 7:00pm

Saturday, June 9th, 2018 from 6:00am – 8:00am

**All vendors must be set up and ready to sell by Saturday, June 9th 9:00am.**

**All vehicles must be removed from festival lot area by Saturday, June 9<sup>th</sup> at 8:00am.**

### PARKING

Limited parking will be available (*weather permitting*) in vacant lot across from the community center.

\$5 parking will also be available in the lot northwest of the festival next to tennis courts.

No vehicles may be parked in front of any doors except for loading or unloading during designated set-up hours. Please, do not park in front of the building during festival hours. If you park in unassigned areas your vehicle may be towed at owner's expense. Additional parking passes may be purchased at \$5 each at time of application (limit 4.)

### ELECTRICITY

There is **NO** electricity available

### TEAR DOWN

Early tear down is not permitted. The festival ends at 3:00 p.m.

### TAX RATE

The tax rate is 8.417%. If you do not have a permit, **tax will be collected at the end of the festival.**

### SECURITY

Overnight security will be on duty starting at 7:00pm Friday, June 8<sup>th</sup> and available through the duration of the festival.

### EXHIBITOR PASSES

Each booth will be issued up to four (4) exhibitor passes. Wearing your ID at all times is mandatory. This will help security recognize you as an exhibitor.

If you have any questions, call us at [\(918\) 251-1518](tel:(918)251-1518) or email [tasteofsummerba@gmail.com](mailto:tasteofsummerba@gmail.com).

# 2018 Taste of Summer Vendor Contract

## RULES & REGULATIONS

Must be signed and returned with application

I, \_\_\_\_\_ (full legal name of person or entity) agree to participate in Taste of Summer to sell and display Arts & Crafts (Handmade items) or Trade (Commercial items).

1. Items offered for sale in the 2018 Taste of Summer will be limited to Arts & Crafts/Trade items.
2. No refunds will be given for cancellations.
3. No booth may be sub-leased to another vendor by a vendor who can no longer attend the show but has paid booth rental. (A vendor who finds he/she cannot attend the show after paying for his booth cannot assign booth to another vendor). You must notify us.
4. All vendors are responsible for their own tents, displays, tables, chairs, backdrops & signage
5. Not being set up by 9:00am on the morning of the show will **forfeit your booth space**.
6. Broken Arrow Chamber of Commerce reserves the right to refuse any vendor(s) or item(s) applying for booth rental.
7. Items that may NOT be sold inside are as follows: Unpackaged food or candy, beverages or carnival type food, weapons of any type and any material that that would be considered offensive or in poor taste.

ONLY PACKAGED FOODS MAY BE SOLD, WITH THE HEALTH DEPT. APPROVAL ONLY. THE HEALTH DEPT. WILL BE IN CHECKING ON FOOD PRODUCTS.

### FULL RELEASE OF ALL CLAIMS:

I, the undersigned, do hereby fully release and hold harmless Taste of Summer, Broken Arrow Chamber, its Board of Directors, Sponsors, and the City of Broken Arrow, from any and all responsibility, claim, causes and action, injuries, judgments or other damages of any nature whatsoever directly or indirectly caused by the willful or negligent acts of Taste of Summer, the City of Broken Arrow or any other person and/or entity arising from my participation in or presence at the foresaid Taste of Summer.

The Broken Arrow Area Chamber of Commerce, Taste of Summer Committee and City of Broken Arrow shall not be liable for the results of any accident, damage, lost profits, theft, or any other loss to any person or article, employee by or the possession of myself while on the grounds of the Taste of Summer festivities, whether such occurs during the time of preparation, for the period of the Taste of Summer festivities or the removal of equipment or material after the event.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_