

OKLAHOMA '89er CELEBRATION 2016

You are invited to submit an application to participate in the 87th Oklahoma '89er Days Celebration Event. This is the oldest and longest running event in the State and a tradition for thousands of attendees. For the history of the event visit the website at www.89ersdays.com.

Exhibitor's Eligibility

Application Form, copy of your Oklahoma Sales Tax Permit and full booth fee must be received by February 15, 2016. Please fill out the form in full and don't forget to attach photos.

We accept only **PAYMENT IN FULL** payable with a personal check or money order. There will be a \$50.00 fee for all returned checks. No checks accepted after February 15, 2016.

Cancellation Policy

Sorry, no refunds. Contracted vendor may find another vendor to fill your space but that vendor will need approval from the Event Coordinator.

Booth Requirements

- Event is held rain or shine. You **MUST** use blocks or weights to hold tents down, no stakes will be allowed in the asphalt.
- Exhibitors are responsible for cleaning their areas. Garbage fees will be charged for failure to do so.
- Exhibitors must maintain sufficient quantities of merchandise throughout the Event.
- Participating vendors spaces will be assigned by the Event Coordinators and assigned on a First come basis.
- Parking of supply vehicles is based on need. There are separate fees for this.

Food Vendors

- Your maximum space is 10' x 20' per fee. If additional space is needed, additional space will have to be rented. Indicate on your application the number of spaces you will need.
- There are additional charges for parking of supply vehicles needed by Food Vendors based on amps needed. You must pay at application time so we can make arrangements for this space.
- Any Electrician hook-ups or charges are due and payable to **that company** and not the responsibility of the '89ers Event and must be paid at the time of service.
- Vendors must provide UL approved cables and extension cords (at least 100').
- Bring sanitary drinking capable hoses for water and separate drain hoses (50' minimum).
- A GREASE TANK will be on site and must be used. Grease disposed of in any other way will render a penalty fee and banishment.
- Trash Dumpsters are provided and your site is expected to be kept clean per Board of Health Rules. Inspections are random and if your site is "trashy" you may be shut-down. You are responsible for removal of all your own trash.
- Event officials have the right to choose menu items you may sell. Vendors will not be allowed to give away or sell any food or drink not approved per our mutual signed agreement. We strive for no duplications. Any non-compliance will result in vendor being asked to leave.
- You **MUST** carry Liability Insurance in the amount of \$1,000,000. And provide proof prior to Event set up.

Security

The Event maintains good security; however, we are not responsible for loss or damage.

Set-Up/Tear Down

Set-Up is Wednesday, April 20, 2016 from 8:30 am until 12:00 noon. Meet at LeBron Post, 123 N. First Street, Guthrie. You will be given your space assignments and credentials.

Parking for vehicles and trailers will be located away from the "assigned vendor spaces". Please bring your own equipment dolly in order to unload your items during the Event. Event coordinators will not be available to assist.

Sunday, April 24, 2016 from 8:30 a.m. until 12:00 noon is Tear Down.

Event Hours

Wednesday, April 20 5:00 pm – 9:00 pm

Thursday, April 21 10:00 am – 9:00 pm

Friday, April 22 10:00 am – 10:00 pm

Saturday, April 23 10:00 am – 10:00 pm

If a Vendor wants to open earlier and stay later that is permissible. Event Coordinators and contacts will not be available except during the times mentioned above.

IMPORTANT INFORMATION

Taxes

Exhibitors will be responsible for collecting sales tax on their merchandise. Exhibitors are required to provide the Oklahoma '89ers Days Staff a copy of their *Oklahoma Sales Tax Permit*. Exhibitors without a tax permit will be required to complete a Vendors Sales Tax Report and to pay local taxes.

All Tax monies need to be turned in to the '89ers Days Event Coordinator before leaving the Event site as required by the Oklahoma State Tax Commission. Make checks payable to the Oklahoma Tax Commission. If you have your own Oklahoma Tax Number, you may make your payment at your regular payment time, but you will be required to provide the '89ers Days a copy of your Tax Number. Please note that the Tax Commission will be furnished with all vendors names and addresses from the Event, this is required from the State Tax Commission and the City of Guthrie.

FEES

\$400.00 Food Vendor 10 x 20 Space includes Electric and Water for one (1) space

\$150.00 Craft/Food Vendor 10 x 10 Space includes Electric

\$100.00 Craft Vendor 10 x 10 Space with **NO** Electric or Water

\$50.00 Supply Vehicle Parking with 220 amp Service

\$35.00 Supply Vehicle Parking with 110 amp Service

\$20.00 Supply Vehicle Parking without Electric

Discuss your additional needs with the Event Coordinators, fees may be applied.

Event Coordinators contacts for 2016

- Office Phone 405-282-2589
- Deborah Wolek 918-314-2910 Cell
- Dave Wolek 918-314-0990 Cell
- Steve Smith 405-409-8359 Cell

2015-09-10