

**Holden Chamber of Commerce
124 W 2nd Street
Holden, MO 64040**

May 20, 2018

Dear Friends,

We are gearing up for the Holden Street fair 2018! This year the fair will be August 23, 24 and 25. We rotate to the last weekend of August when there are only 4 weekends in September. When there are 5 weekends in September, we are scheduled in the middle of September. Hope this helps with planning your schedules for future fairs. Thanks!

Enclosed is a booth application for the 2018 Holden Chamber of Commerce Street Fair. Be aware, the postmark on your application will determine your placement on the street *after* the placement of 220 electrical needs.

Please note: when measuring your space requirements, please include the booth, the trailer and hitch, etc. The measurement will be more accurate this way as we DO NOT have leeway. If you have questions please call Jenny at 816-699-4208.

Please read the application over very carefully so that you understand any changes we have made. I have tried to make set-up and take down simpler, so check out the changes. Again we look forward to hearing from you and seeing you at the Holden Chamber of Commerce Street Fair 2018. Our theme for this year is "**Let the Fun Shine In**". We will see you at the fair!

Sincerely,

Jenny
Holden Chamber of Commerce Street Fair
Booth Committee

Please Read and be sure you can abide by the following before sending in your application.

Set up time for the booths are AFTER 5 pm on Wednesday, August 22nd so as to give our local businesses time to wrap up the day before we block off the road. We will be there at 5pm after closing our businesses, as we are all volunteers with the Chamber of Commerce and have our responsibilities to complete as well. We will help with the electricity throughout the evening and are usually around for assistance until 8 or 9pm.

Again, please, do not arrive before 5 pm on Wednesday.

You are welcome to be at your booths as you see fit depending on your items for sale. However our MINIMUM hours of operations are as follows:

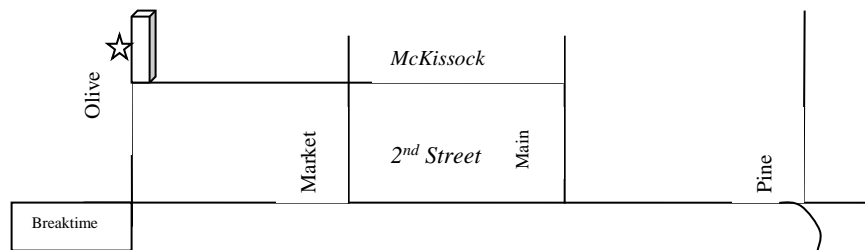
Thursday from 5-9pm

Friday from 5-9pm

Saturday from 10-9pm

You may NOT remove the booth before 9pm on Saturday so as not to disturb foot traffic or to leave empty space-entertainment is scheduled until 9pm. By leaving early it forces things to end for everyone on either side of your booth and looks bad for the ending of the show.

There is a **trash dumpster provided that vendors must use** to help the overloading of barrels on the street. These are provided for your customers. Please honor that privilege for them and transport your trash to the large dumpster at Olive and McKissock.



We must have all tents, trailers, tables and other items removed from the street when you leave Saturday unless you have made arrangements with a fair board member to have it done before 7 am Sunday morning as our street cleaners will be out at that time to open the street back up.

Please call with any other questions

Jenny 816-699-4208

Holden Street Fair
Chamber of Commerce
Fair Booth Committee
124 W 2nd St
Holden, MO 64040

Postmark date received _____

2018 Dates: Aug 23, 24, 25

Checks payable to Holden Chamber of Commerce

Please mail this contract to the above address. Booth location is assigned on first come basis, using postmark date. Deadline for booth rental space is Monday August 6th. Contact Jenny at 816-699-4208. Applications after the deadline will have a \$50 late fee and be allowed as space is available.

PLEASE NOTE: CARNIVAL RESTRICTIONS -NO COTTON CANDY VENDORS ON THE STREET.

Name of Organization _____

Name of Contact Person _____

Address _____

City, State, Zip _____

email _____ Cell _____

Advanced payment is required in order to reserve booth space. Booth placement is determined by postmark after electrical considerations. Non- profit groups such as service organizations and children's groups must provide a tax-exempt letter and will be charged \$30 per 10-foot space.

Non-profit groups will be placed in the best available booth space within five (5) days prior to the Street Fair.

FOOD Booth Space Base Price 15ft space - \$150 \$ _____
(Associate Business members and higher with Holden Chamber receive half price base booth space- \$75 base price)

Non-food product and promotions 15 ft space - \$100 \$ _____
(Associate Business members and higher with Holden Chamber receive half price base booth space- \$50 base price)

Extra footage is priced at \$50 per five(5)ft increments \$ _____
(Include trailer hitches/tongues/access door footage. You will be given the exact footage you pay for)

Church/non-profit organizations @ \$30 per 10 ft. \$ _____

Type of booth: Food _____ Arts & Crafts _____ Games _____ Promo _____ Other _____

Description of items: _____

(ONE outlet per vendor unless marked and paid otherwise. Vendor provides splitter. Know amperage your trailer pulls so we must have accurate account per breaker. Vendor is solely responsible to verify that the amp provided is sufficient for their needs. Holden Chamber is NOT liable for the electricity and will NOT be held liable for damages. Vendors: Be assured the amperage is correct for your needs BEFORE you plug into the outlet.)

_____ 110 @ \$25 1 outlet; OR _____ 220 @ \$40 each outlet \$ _____

Add above selections (booth size/type, non-profit, and electricity) for Total \$ _____

NO merchandise that refers to or promotes or advertises illegal drugs/marijuana shall be allowed. Items about Satan, skulls etc., knives, swords or weapons will not be allowed. The Holden Chamber of Commerce has the authority to ask any vendors not complying with the above statements to remove their booth-NO refunds will be issued. This is a family event and supported by the businesses, therefore the image we portray is important.

The Holden Chamber of Commerce reserves the right to limit the number of booths.

The above application hereby releases the Holden Chamber of Commerce, the Board of Directors, Fair Committee, organizers and associates from any and all responsibility, injury, loss, damage, or legal action that may arise or occur to exhibitor, his or her goods, property or the public from any condition whatsoever during the preparation and duration of the Holden Fair under this agreement. The above entrant is solely responsible for the sale of his or her items, insurance, county sales tax and any other conduct of business. Failure to comply could result in removal of the entrant without refund or fees. The entrant is solely responsible for his or her person/ property during mentioned event.

All food booths or any booth selling food products will be required to send proof of insurance in the amount of \$250,000 listing the Holden Chamber of Commerce as an additional insured. No application will be processed until proof of insurance is received. All food booths will be required to comply with any local, county, and state regulations-for regulations see: www.johnsoncountyhealth.org or phone: 660-747-6121.

Signature _____ Date _____

Printed Name _____

\$\$\$ Received _____ Check # _____ Booth assignment # _____