

Oklahoma '89er Celebration April 19 – 22, 2017

Thank you for your participation in the 88th Oklahoma 89ers' 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 (if not already submitted), copy of your Oklahoma Sales Tax Permit and booth fee must be received by March 15, 2017. 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, money order or credit card. There will be a \$50.00 fee for all returned checks. No checks accepted after March 10, 2017. If you pay by credit card there is a \$15.00 convenience fee that will be added to your total due.

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.

Security

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

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. Trash bins are provided. Garbage fees will be charged for failure to clean up after yourself.
- Exhibitors must maintain sufficient quantities of merchandise throughout the Event. Merchandise in your booth must be kept covered and neat. Tables must be skirted.
- Participating vendor spaces will be assigned by the Event Coordinators and assigned on a First come basis.
- Parking of supply vehicles is based on need and you will be advised as to which parking area to use. You will be billed separately if electricity is needed for this supply vehicle.

Food Vendors

- Your maximum space is 10' x 20' per fee. If additional space is needed, additional space will have to be rented.
- There are additional charges for parking of supply vehicles needed by Food Vendor. You will be billed separately and must pay prior to the start of the Event.
- 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 keep clean per Board of Health Rules. You are expected to remove your own trash. Inspections are random and if your site is "trashy" you may be shut-down.
- Vendors will not be allowed to sell any food or drink not approved per your application agreement. We strive for no duplications.

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- You MUST carry Liability Insurance in the amount of \$1,000,000. And provide proof prior to Event set up. Your insurance policy must insure BOTH the American Legion LeBron Post 58 and the Oklahoma '89er Committee.

Set-Up/Tear Down

Wednesday, April 19, 2017 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. Prior year contracted vendors can take the space they previously held if agreed upon. Days and times can be negotiated for any vendor other than a food vendor.

Parking for vehicles and trailers will be assigned and located away from the "assigned vendor spaces". Please only park where indicated. Also, remember to bring your own equipment dolly to unload your items during the Event. Event coordinators will not be available to assist.

Sunday, April 23, 2017 from 8:30 a.m. until 12:00 noon is Tear Down.

Event Hours (subject to change or renegotiation with Coordinator)

Wednesday, April 19	5:00 pm – 9:00 pm
Thursday, April 20	11:00 am – 9:00 pm
Friday, April 21	11:00 am – 10:00 pm
Saturday, April 22	10:00 am – 11:00 pm

IMPORTANT INFORMATION

Taxes

Exhibitors will be responsible for collecting sales tax on their merchandise. **Exhibitors are required to provide the Oklahoma 89ers' Day committee 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 all taxes prior to departure from the Event site as mandated 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. Please note that the Tax Commission will be furnished with all vendors' names and address from the Event, this is required from the State Tax Commission and the City of Guthrie.

FEES (New fees effective 1/15/17)

\$450.00	Food Vendor 10 x 20 Space includes Electric and Water for one (1) space
\$225.00	Food/Beverage Vendor 10 x 10 Space includes Electric and/or Water
\$125.00	Craft/Commercial/Business Vendor 10 x 10 Space
\$25.00	Supply Vehicle Parking without Electric (if provided by '89er Committee)
\$50.00	Supply Vehicle Parking with 110 amp Service
\$80.00	Supply Vehicle Parking with 220 amp Service

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

Event Coordinators contacts for 2017

- Office Phone 405-282-2589
- Deborah Wolek 918-314-2910 Cell
- Dave Wolek 918-314-0990 Cell