



5K Color Run & Family Festival **VENDOR APPLICATION**

Saturday
November 5th 2016

Heritage Church
2100 North Bryan Ave
Shawnee, OK 74804

Rain or Shine
10am - 5pm

Company: _____

Contact Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Web Address: _____

Things You Should Know:

- * We strive to present a well rounded show; therefore we limit multiple vendors showcasing similar items.
- * Only one representative per direct sales company. 1st come - 1st serve - Full payment secures spot.
- * Signed Liability Waiver Form must be turned in with this application and payment in order to be accepted.
- * We will notify you within 15 days of your acceptance or rejection. (money will be returned if rejected)
- * Bring a copy of your business license and/or sales tax permit with you to the event.
- * **Electricity will not be provided - you will need to provide your own generator if needed.**
- * Each vendor that donates an item to the raffle valued at \$5 or more can save \$5.00 off fees.
 - Please provide us a description of the item BEFORE October 28th
 - Turn item in with your business card attached when you check in on November 5th.

Please Check Booth Space You Desired	Vendor & Food Booth Spaces Available	EARLY BIRD BEFORE Oct. 28th	REGULAR PRICE AFTER Oct. 28th	Total Amount Due:
	VENDOR - 10' x 10'	\$30.00	\$35.00	
	VENDOR - 10' x 20'	\$50.00	\$55.00	
	FOOD VENDOR - 15' x 20'	FREE	FREE	
	FOOD VENDOR - 15' x 40'	FREE	FREE	
Larger Spaces Available Upon Request - Contact us for availability and prices!!!				

Please give us a detailed list of the items you will be selling and a description of the display. *i.e. Trailer, display under a tent, etc.*

Application will NOT be accepted without this information!!!

Checks are to be made to: **All American Cheer - Or you can request an invoice to be emailed to you via square**

Send To: Crazy-4-Color Run & Family Festival - 105504 S. 3490 Rd. - Prague, OK 74864

Completed forms can also be FAXED to: (405) 481-8096 or **EMAILED to:** info@crazy4colorrn.com



5K Color Run & Family Festival

Liability Waiver & Release Form

(Must be returned with application form)

Booth Presentation & Regulation: All exhibitors will decorate and present a professional booth and staff their booth at all times. Business signage and distribution or sale of materials allowed only at the assigned space, and is prohibited in other areas of the event.

Tents and Shading: All vendors must provide their own tents and/or shading if desired, for the event. Any tents that do not fit your booth parameters will NOT be allowed to be setup. You will be responsible for any damage your tent causes if it is not properly secured down.

Setup: you will only be allowed 15 minutes to unload and then you must move your vehicle BEFORE you begin setting up your booth space.

Tear-down: Exhibitors are not allowed to tear down until 4:30 pm. There will be a movie showing close to dark, but you are not required to stay open for that. Each exhibitor will need to make sure all empty boxes/garbage etc has been removed from their assigned booth space. A staff member will give the all clear to start moving vehicles in to begin loading around 4:30 once it is deemed safe to do so.

Sales Tax: Tax forms will be distributed during the event but must be returned by vendor directly to the Oklahoma State Department of Revenue. You are responsible to collect and report your own sales tax. The tax rate for all sales is 8.5%.

Non-Sufficient Fund Payments: Any exhibitor who pays by check/other form that is not valid due to NSF or refused for any reason will be charged an additional \$40 fee plus any other fees incurred by Crazy-4-Color Run and Family Festival from the bank. Exhibitor will also be responsible for any fees incurred by means of collecting, including 3rd party collection agencies.

NO REFUNDS: Once your application and payment are received and accepted, there are no refunds for any reason. In the event of bad weather, an act of God or any unforeseen occurrence that could cause a postponement, rescheduling or cancellation of the event, exhibitors are not entitled to a refund. Exhibitors unable to setup during a rescheduled date forfeits their booth rent. Our general policy is that the event will go on rain or shine. This event is a fundraiser for the All American Cheerleaders of Meeker.

Items PROHIBITED: Alcohol, fortune tellers, tattoo artists, body piercing, sexually suggestive items or any type of gambling or gambling device which requires licensing by Oklahoma Gaming Commission, casino games, pull tabs etc. No weapons, GUNS or TOY GUNS of any kind allowed! **Free "register to win" IS acceptable!!!**

Food Vendors: All booths preparing or serving food that don't have a mobile food station permit will be required to be inspected by the Oklahoma Department of Health and obtain a temporary food station permit. You will not be allowed to setup if you do not have the permits. Only food vendors will be allowed to sell or distribute ready-to-eat food. Samples of food items are allowed, but only with permission before November 5th. Food vendors must provide a drawing or photo of their setup, as well as a menu of items with prices that you will be selling at the event. Only the foods disclosed on the attached menu at the prices listed on the menu, submitted at the time of application will be permitted. Any vendor selling or distributing food or beverages outside this agreement will be shut down for the remainder of the event. You will be responsible for trash containers in & around your area. Failure to keep your site clean will result in a fine of \$125.

Indemnification: Any damage to premises is the responsibility of the EXHIBITOR causing the damage. Any restitution for such damage remains EXHIBITOR'S responsibility. Exhibitor agrees to hold the Crazy-4-Color Run and Family Festival harmless of any liability, injury or damage to person or property that may arise out of the use of the premises by the EXHIBITOR pursuant to this agreement. EXHIBITOR agrees to hold harmless and indemnify the Crazy-4-Color Run and Family Festival against all actions, liabilities, damages, losses, expenses, debts, taxes, fees, charges, assessments and other claims which may be caused by, arise out of, or are in any way associated with or contributed to directly or indirectly, by any act, omission, negligence, fault, or violation of any law or regulation by the EXHIBITOR or any of the EXHIBITOR'S officers, employees, agents, independent contractors, volunteers, guest, or visitors including but not limited to the costs of investigating, processing, litigating, or settling such claim and the Crazy-4-Color Run and Family Festival reasonable attorney fees.

Failure to Comply: Any vendor failing to comply with these regulations will not be allowed to set up or will be shut down for the duration of the event and will forfeit all associated event and license fees.

Asked to Leave: Exhibitors may be asked to leave at any time for any reason with no refund. Exhibitors must leave their booths set up and come back after the event ends to gather their booth items.

Agreement: By signing this form, the applicant acknowledges having received and fully read the application and agrees to abide by all the rules and regulations pertaining to the event.

LIABILITY AND LAWFUL OPERATIONS: The Color Fun, Color Run and Family Festival will assume NO RESPONSIBILITY for damaged, lost, or stolen property. Insurance on the EXHIBITOR'S property is the responsibility of the EXHIBITOR.

Company Name: _____

Date: _____

Signature: _____

Event: Crazy-4-Color Run & Family Festival
2100 N. Bryan Ave – Shawnee OK
Saturday - November 5th, 2016.

Printed Name: _____