



Carthage Independence Day Vendor Application

Tuesday, July 4, 2017 in Municipal Park

FOR OFFICE USE ONLY
Date registered _____
Check # _____
Booth # _____

Booth Size (please check appropriate box)

- Single Booth (10'x12') \$20 Our booth is a trailer that requires "pull through" placement
- Double Booth (20'x12') \$30 We need electricity. _____ Voltage & amperage needed

BOOTH SPACE IS NOT GUARANTEED FOR RETURNING VENDORS. IN CATEGORIES THAT LIMIT THE NUMBER OF SIMILAR VENDORS ALLOWED, ALL REGISTRATIONS WILL BE ACCEPTED ON A FIRST-COME, FIRST-SERVED BASIS AND SPACES RESERVED ACCORDINGLY.

Contact Name _____ Company _____

Address _____

City _____ State _____ Zip _____

Phone number _____ Cell phone _____

Email address (REQUIRED*) _____ Fax number _____

Email will be the primary and most timely method of communication for the Carthage Independence Day committee; this information is REQUIRED.

Description of ALL products (enclose photos of examples of ALL types of items you will be selling in your booth)

Please submit your form by email to wdouglas@ecarthage.com by fax to (417) 359-9119, or by regular mail:

**Carthage CVB
402 S. Garrison
Carthage, Missouri 64836**

Each booth will rent for the above listed price if vendor is licensed to do business in Carthage and paperwork is received by June 15, 2017. Limited access to electricity may be available for booths, but must be noted on the application and is **not** guaranteed. Water is not available.

PLEASE INITIAL IN THE BOX TO INDICATE YOU ACCEPT ALL TERMS STATED ON THIS VENDOR APPLICATION.

By submitting the application to the Carthage Convention & Visitor's Bureau (CVB), the undersigned acknowledges receiving, reading and fully understanding all of the included guidelines and regulations of the 2017 Carthage Independence Day Committee. I understand that submission of this application with the required documentation does not guarantee my admission to the festival as a vendor. The Carthage Independence Day celebration is sponsored by the City of Carthage. The City of Carthage is not responsible for accidents or theft. If you have any questions, call the CVB at (417) 359-8181.

Signed _____ Date _____

Carthage CVB Accident Waiver and Release of Liability Form

Carthage Independence Day date: Tuesday, July 4, 2017

I HEREBY ASSUME ALL OF THE RISKS OF PARTICIPATING AND/OR VOLUNTEERING IN THIS ACTIVITY OR EVENT, including by way of example and not limitation, any risks that may arise from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective equipment or property owned, maintained, or controlled by them, or because of their possible liability without fault. I certify that I am physically fit, have sufficiently prepared or trained for participation in the activity or event, and have not been advised to not participate by a qualified medical professional. I certify that there are no health-related reasons or problems which preclude my participation in this activity or event.

I acknowledge that this Accident Waiver and Release of Liability Form will be used by the event holders, sponsors, and organizers of the activity or event in which I may participate, and that it will govern my actions and responsibilities at said activity or event. In consideration of my application and permitting me to participate in this event, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

(A) I WAIVE, RELEASE, AND DISCHARGE from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me including my traveling to and from this event, THE FOLLOWING ENTITIES OR PERSONS: Carthage Convention & Visitor’s Bureau, Carthage Independence Day Committee, City of Carthage, County of Jasper, their directors, officers, employees, members, volunteers, representatives, and agents, the activity or event holders, activity or event sponsors, activity or event volunteers;

(B) I INDEMNIFY, HOLD HARMLESS, AND PROMISE NOT TO SUE the entities or persons mentioned in this paragraph from any and all liabilities or claims made as a result of participation in this activity or event, whether caused by the negligence of release or otherwise.

I acknowledge that the Carthage CVB, City of Carthage and their directors, officers, volunteers, representatives, and agents are NOT responsible for the errors, omissions, acts, or failures to act of any party or entity conducting a specific event or activity on behalf of the Carthage CVB. I acknowledge that this activity or event may involve a test of a person’s physical and mental limits and may carry with it the potential for death, serious injury, and property loss. The risks may include, but are not limited to, those caused by terrain, facilities, temperature, weather, condition of participants, equipment, vehicular traffic, actions of other people including, but not limited to, participants, volunteers, spectators, coaches, event officials, and event monitors, and/or producers of the event, and lack of hydration. These risks are not only inherent to participants, but are also present for volunteers.

I hereby consent to receive medical treatment which may be deemed advisable in the event of injury, accident, and/or illness during this activity or event.

I understand that at this event or related activities, I may be photographed. I agree to allow my photo, video, or film likeness to be used for any legitimate purpose by the event holders, producers, sponsors, organizers, and assigns.

The accident waiver and release of liability shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

I CERTIFY THAT I HAVE READ THIS DOCUMENT, AND I FULLY UNDERSTAND ITS CONTENT. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND I SIGN IT OF MY OWN FREE WILL.

Print Full Name

Signature

Date

2017 Carthage Convention & Visitor's Bureau VENDOR BOOTH GUIDELINES & REGULATIONS

1. **Booth space is NOT guaranteed for returning vendors. In categories that limit the number of similar vendors allowed, ALL registrations will be accepted on a first-come, first-served basis and spaces reserved accordingly. All vendors must have a business license issued by the City of Carthage.**
2. Any **vendor** seeking a booth in this festival must submit the included application together with **all** of the following:
 - a. Signed "Carthage CVB Accident Waiver and Release of Liability Form".
 - b. Photograph(s) of examples of every type of item to be sold in the vendor's booth. All items must be clearly visible and recognizable in the photographs. Any item type not clearly represented in the application photo(s) may be excluded or rejected from the festival by the Committee at any time, without question. Photographs will not be returned. *Returning vendors and those who have worked with the CVB in the past are exempt.*
 - c. *A copy of a current license to do business in Carthage, Missouri.*
3. **NO** products sold through home sales may be displayed or sold at this venue. Examples of prohibited product lines include: Mary Kay, Avon, Longaberger, Party Lite, Pampered Chef, Home Interiors, Scentsy Candles, and Creative Memories. The above list is not exhaustive.
4. All vendors should plan to have their booth open and staffed from 4 p.m. until 11:00 p.m. on Tuesday, July 4th, 2017. All vehicles must be out of the vendor areas and moved to a designated parking lot **no later than one hour before**.
 5. **VENDORS MUST CHARGE AND PAY SALES TAX.** Each vendor must track and report sales tax. Contact the Missouri Department of Revenue for details: <http://dor.mo.gov/faq/business/special.php>
6. All **vendors** must participate in the jury process to be considered for a booth space at this event. The Committee will appoint the jury committee and any decision of the jury is final.
7. If you use a tent, it must be free standing and fit within your booth space and may not use ground poles. Some booth spaces may have light poles or other permanent structures. We cannot and will not rearrange booth assignments because your tent doesn't fit into the designated space.
8. Electricity is NOT guaranteed for craft booths. Requests for electricity must be noted on the application. Efforts will be made to accommodate special requests, but food vendors will be given priority access to electricity.

If you have any further questions prior to arrival at the event, please contact Wendi Douglas at the Carthage Convention & Visitor's Bureau at 417-359-8181 or by email at wdouglas@ecarthage.com.

Please remember that your registration can not be accepted until we have received your completed, signed form, payment AND all required documentation.