

STRAWBERRY FESTIVAL – 2021
VENDORS PLEASE READ CAREFULLY

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NO TRADEMARK INFRINGEMENT WILL BE ALLOWED
MONITORING AND ENFORCEMENT WILL BE ON SITE THROUGH OUT EACH FESTIVAL

The 2021 FESTIVAL will be held on June 5th and 6th, The hours are 10:00am to 5:00pm daily. **The city streets will be shut down to ALL vehicle traffic at 8:00 am VENDORS you must be off the streets and to your parking area.**

CITY HALL HOURS: We will have extended City Hall hours the week of the festival

- Monday, 8 am to 5pm
- Tuesday, 8 am to 5pm
- Wednesday, 8 am to 5 pm
- Thursday, 8 am to 5 pm
- Friday, 8 am to 7pm
- Saturday, 6 am to 6pm
- Sunday, 7 am to 6pm
- If you live in the area, starting thirty (30) days prior to the event you can pick up your application at city hall M-F 8 am -3pm

APPLICATION: The “Vendor, Food and Corporate Applications” can be downloaded and printed from cityofkimmswick.org fill out and return it along with your payment in the appropriate amount made payable to the City of Kimmswick. **We EMAIL your approved application along with the map/rules/regulations etc.** You will need to come to City Hall to check in and receive your parking pass and booth number cards before setting your booth up. At this time someone can assist you with any questions, directions, or concerns

RATES: PLEASE CONFIRM YOU HAVE THE CORRECT APPLICATION

Crafter Space vendor are \$125.00, Food Vendors are \$225.00, and Corporate rates are \$350.00. one parking pass is included in this fee. **ALL FOOD PRODUCT AND SAMPLE VENDORS MUST HAVE A LICENSE THROUGH JEFFERSON COUNTY HEALTH DEPARTMENT.** Phone Number is **636-797-3737**, you will need a copy of your Health Dept. permit and Proof of Ins. of at least a 2-million-dollar policy with Kimmswick Apple Butter Festival and the City of Kimmswick named as additional insured needs to be on file with the Festival Committee at least 2 weeks after you receive your confirmation. If you are cooking food, you will also need to contact the ROCK COMMUNITY FIRE PROTECTION DISTRICT to see if you are required a permit please call **636-296-2211** for details and requirements **NO FOOD LICENSE WILL BE ISSUED LESS THAN 30 DAY’S PRIOR TO AN EVENT**

PARKING: You will not be allowed to park on any city streets. **Cars parked on the street will be towed!** You may set up on Thursday or Friday prior to the festival, if you are renting a STREET SPACE you CANNOT start to set up until after 3:00pm. If you choose to set up the day of the festival, please keep in mind that you will have to move your vehicle off the street before 8:00am. You will need to unload your vehicle and then move it to the designated parking lots as soon as possible. If you need more parking there will be a \$5.00 fee for each vehicle which can be PURCHASED at City Hall until the lots are filled. There will be additional parking at the Windsor School Campus and the Imperial Youth Association Field for a nominal charge. Handicap parking is at Windsor Elementary School. Please enter via Montebello Rd. Saturday and Sunday **YOU CANNOT LEAVE YOUR PARKING AREA BEFORE 5:00 PM OR WHEN THE STREETS HAVE BEEN DEEMED SAFE BY THE KIMMSWICK POLICE CHIEF!** This is a profoundly serious safety issue to our vendors, residents, and visitors. **YOU WILL RECEIVE A CITATION.**

SPACES: Space size is 10X10, any tents, booths, tables, or chairs are to be furnished by the licensee. You are to contain your merchandise into your space. If you set your booth up in the wrong area you will be notified, however if you cannot be contacted or refuse to return, the City of Kimmswick has the right and will move everything that is located in the wrong area, the City of Kimmswick, will not be responsible for damages done during the process. PLEASE CHECK AND DOUBLE CHECK YOUR SPACE LOCATION... WHEN IN DOUBT ASK. Someone will be happy to help. Booths are side by side and back to back. You will be sent a map with your space clearly marked. This is the only area you will be allowed to sell from. No microphones are allowed.

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GENERATORS: Generators will now be allowed by permission only the committee can require the removal of any unauthorized generators.

WET GROUNDS: If the grounds are wet the City will be putting straw down in the aisles only. You will be responsible for the purchase of straw for your individual booths at \$8.00 a bale so please plan accordingly as our supply may not be adequate for the aisles and booths area.

SET-UP: You will not be allowed to pull vehicles onto any of the booth areas (LOTS) to unload. Please do not block any driveways while you are unloading. This rule is strictly enforced please bring wagons, dolly's etc. to transport your inventory. You can park to UNLOAD only.

SALES TAX: Per the Missouri Department of Revenue. Each vendor will be responsible for collection and payment of Missouri Sales Tax Please contact the Missouri Department of Revenue 573-751-3505. We do send a report to the D.O.R.; however, it is your responsibility to contact them prior to the events.

SECURITY: Participants are responsible for their merchandise and equipment in case of loss or damage. The Festival Committee, The City of Kimmswick, its Officers, agents or employees shall be held free from and against all expenses, claims, actions, liabilities, attorney fees, damages, and losses of any kind whatsoever, actually or allegedly, resulting from or connected with the operation of said booths.

THE FESTIVAL COMMITTEE: has the right to refuse all vendors at any time before or during the Festival and request that they leave the premises

- NO illicit, illegal, sexual or profanity items will be displayed or sold at any festivals.
- No selling from cardboard boxes/rubber tubs, all inventories is to be placed on tables and neatly displayed **boxes/tubs must be kept out of site, if under your table they must be covered.**
- Keep your area clean and free of debris, there are dumpsters throughout town, for your convenience, please **breakdown your cardboard boxes before PLACING in the dumpster DO NOT PILE NEXT TO or on top of DUMPSTERS.**
- music will not be allowed inside your booth without prior consent from the festival committee
- Generators will now be allowed by permission only the committee can require the removal of any unauthorized generators.
- If any of the prior rules and regulations are not followed you may be asked to shut down your booth and leave the festival.
- NO REFUNDS AFTER MAY 1ST

IF YOU PAY ONLINE PLEASE MAKE SURE THE PAYMENT METHOD AND NAME ON APPLICATION MATCH

QUESTIONS: If you have any questions please e-mail us at info@cityofkimmswick.org we will get back to you as soon as possible, or you may call 636-464-7407, please leave a message, someone will return your call as soon as possible any correspondence can be sent to Strawberry Festival, POB 27, and Kimmswick Mo. 63053.

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