

# 69th Annual Spring Hill Fall Festival

## 2023 Vendor Booth Registration

Saturday, September 30, 2023 - 10:00 am to 5:00 pm

Sunday, October 1, 2023 - 10:00 am to 4:00 pm

Please print clearly and fill in ALL SECTIONS of this form. Missing information could result in your registration being denied. All applications are first come first serve, and subject to approval or denial by the committee.

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City / State / Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

(Please print clearly. Your email will be the main form of contact from the Fall Festival Committee.)

Tax ID #: \_\_\_\_\_ Inception Date: \_\_\_\_\_

INITIAL

\_\_\_\_\_ I understand that there will be no packing up and leaving early. NO EXCEPTIONS.

\_\_\_\_\_ I understand that there will be no parking in the designated NO PARKING areas.

### How did you hear about us?:

Return Vendor  ACE  Referred by a friend  Other (please explain): \_\_\_\_\_

**Choose One:**  Craft Vendor (handmade/handcrafted items only)  Non-Profit Vendor  Commercial Vendor

Please provide a detailed description of your booth, including items sold or activities provided (this will be on our website):

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**Choose One:**  Saturday & Sunday\*\*\*  Saturday Only\*  Sunday Only\*  Saturday Downtown\*\*

\* No discount is provided for one day booths. \*\*Downtown booths must be approved by committee before filling out this form.

\*\*\* Any **Craft** or **Commercial** booth that checks in on Sunday will receive \$20 off. Simply visit the RV when you arrive Sunday morning.

**Please indicate number of 10x10 booth spaces being purchased (place a number, not a checkmark):**

**Non-Profit Booth(s):** \$25.00 x \_\_\_\_\_ **Craft Booth(s):** \$60.00 x \_\_\_\_\_

**Commercial Booth(s):** \$120.00 x \_\_\_\_\_ **Game Booth(s):** please email [springhillff@gmail.com](mailto:springhillff@gmail.com)

\_\_\_ **I have a truck** (please email the fall festival committee for pricing)

**Electricity:**  No  **Yes** (electricity being purchased is for a single 110v outlet - **only ONE plug**. If multiple plugs are needed, please indicate accordingly. If you place a checkmark, it will be assumed that you are only requesting **ONE** plug.) **You are required to bring at least a 50 foot extension cord.**

\_\_\_\_\_ \$20.00 per 110v Outlet

**Electricity run details** (what will you be pluggin in?): \_\_\_\_\_

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(You will be contacted if your request cannot be accommodated.)

\_\_\_\_\_ # booths x \$\_\_\_\_\_ (booth price): \$ \_\_\_\_\_

\_\_\_\_\_ # 110v x \$20.00 electrical hookup: \$ \_\_\_\_\_

**Total Amount Owed/Paid: \$ \_\_\_\_\_**

**Paid Via:**  **Cash** (drop off at Farm Bureau)  **Check** (drop off or mail)  **Paypal** (pay online & online form)

Any additional notes / comments: \_\_\_\_\_

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**Please read & sign the second page. Both pages must be returned to us.**

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I, \_\_\_\_\_ agree not to hold the Spring Hill Fall Festival Committee, Inc. or the the City of Spring Hill, liable for any expenses, claims, actions, damages, theft, loss of any kind, actually or allegedly resulting from or connected with the operation of said booth. Any damages or loss of personal property or merchandise is the responsibility of the above named.

All federal, state, and local laws governing retail sales tax must be followed. If running a food booth, all state food regulations must be followed. I understand the rules and regulations of the show and will comply. I realize that failure to comply may result in expulsion from the show.

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I understand that my business name will be listed on the Spring Hill Fall Festival website. Please let us know if you would like us to add a link to your website or email.

**Yes**, I would like a link to my **email** with my vendor info.      - or -       **No**, please don't list my email.  
Your email: \_\_\_\_\_ (print clearly)

**Yes**, I would like a link to my **website** with my vendor info.      - or -       **No**, please don't list my website.  
Your website: \_\_\_\_\_ (facebook link accepted)

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The Spring Hill Fall Festival Committee reserves the right to change said guidelines and rules at any time prior to and during the festival period for safety issues. Violation of rules and regulations will be in default of the license agreement. Results may be immediate expulsion, closure and denial of participation in future celebrations. No refund will be given.

**SIGNATURE REQUIRED:** \_\_\_\_\_ **DATE SIGNED:** \_\_\_\_\_  
(must be signed & dated to reserve your booth)

**DEADLINE:** Please have all forms and payments to us by September 17, 2023.

**Please Mail Both Pages** (with payment):

Spring Hill Fall Festival  
PO Box 502  
Spring Hill, KS 66083

**Or Drop Off** (with payment):

Farm Bureau  
117 Main Street  
Spring Hill, KS 66083

Or with **PayPal** on our website & use online form.