



**MARKET VENDOR APPLICATION
& AGREEMENT**

Hoisington Market Square

Labor Day Celebration

Saturday, August 31, 2024

Time: 9am – 2pm

Location: Hoisington Activity Center

Vendor/Business Name: _____

Contact Person: _____ **Phone:** _____

Mailing Address: _____ **City:** _____ **St:** _____ **Zip:** _____

Email: _____

Description of Business: _____

REGISTRATION FEES (40+ SPACES AVAILABLE)

Inside Vendor Space (10x8) \$40.00

Outside Vendor Space (10x10) \$30.00

(It is highly recommended to bring a canopy and chairs.)

SPACES

There will be NO electrical, tents, tables or chairs provided. Priority will be given to those completing this form and returning it with payment. You will not be guaranteed a spot until your application and fees are paid.

VENDOR

of Spaces _____ X \$40.00/each Total: _____

of Spaces _____ X \$30.00/each Total: _____

TOTAL AMOUNT ENCLOSED: \$ _____ **DATE:** _____

FOR INFO CONTACT: Karen Baldyga at (620) 653-4311 or hoisingtoncofc@outlook.com.

This agreement is not valid until full payment is received by the Hoisington Chamber of Commerce for the Hoisington Market Square – Labor Day. You can either write out a check or pay online which will include a convenience fee \$2.50 added. Make checks payable to: Hoisington Chamber of Commerce.

Return completed Application and check to:
Hoisington Chamber of Commerce
123 N Main Street, Hoisington, KS 67544

PARTICIPATION AGREEMENT

It is understood by the undersigned that Labor Day Committee and the Hoisington Chamber of Commerce will not be in any way held responsible for any loss, theft, or damage to the item(s) exhibited or other possessions. By signing below, you agree that you are fully responsible for your own sales tax, business license, and other business or sales related requirements. The Labor Day Committee and the Hoisington Chamber of Commerce, holds no responsibility for legal or product liability or any other requirements pertaining to its vendors.

If application is approved, the vendor named above agrees to participate during the Hoisington Chamber of Commerce "Downtown Market – Labor Day Celebration" and will be responsible for all fees. I understand that once I sign this agreement, my fees will NOT be refunded if I am unable to participate. I also agree to all Rules & Regulations per this event.

PRINTED NAME: _____

VENDORS SIGNATURE: _____ **DATE:** _____

Hoisington Market Square – Labor Day Celebration Rules and Regulations

Please retain these rules and regulations for your information.

1. **You may start set-up no earlier than 7:00 a.m. and your exhibit must be completely installed by 8:30 a.m. You will have 1 hour to clear out after 2:00 p.m.**
2. **Hoisington Market Square is on a first come first serve basis. Only 1 DS Company allowed unless otherwise worked out with the specific vendor.**
3. **Applications will be accepted until all spaces have been filled.**
4. **The official application must be completed in full and must include a check for all applicable fees.**
5. **Booth space is only confirmed when payment is received.**
6. **There are no refunds.**
7. **Rain or Shine the event will go on. Be prepared for all weather.**
8. **No special permits are available for vendor parking.** Vendor parking is available at the back of the Hoisington Activity Center.
9. **Space locations will be assigned the day of by the Chamber of Commerce.** Report to Site Volunteer for your space location.
10. **Your paid vendor fee entitles you to an INSIDE 10' X 8' space or OUTSIDE 10' X 10':** You are required to have an attendant at your space during all event hours as well as during set-up and break-down. **You must keep your display within your assigned space.** All draping and other booth materials must be flame retardant.
11. You must not engage in any illegal activity of any kind.
12. **No microphones or playing of music is allowed.**
13. **AT NO TIME may beer, wine or liquor be sold or distributed BY any vendor other than the Hoisington Chamber of Commerce.**
14. **Do not leave your trash behind** or any leftover merchandise. **You must leave your space as you found it.** Any vendor violating this rule will be barred from future events. Please use trash receptacles to clean your area.
15. **Vendors are permitted only 2 people per space.**
16. **Spaces are non-transferable and cannot be resold.** You may not sublet your space or any portion of it.
17. Neither the Hoisington Chamber of Commerce, its directors, officers, employees, representatives, agents and volunteers, nor the City of Hoisington are liable for any damage to or destruction of any exhibit, booth or other vendor space from any cause whatsoever, or for the theft or disappearance from any vendor space of any property contained in or about the exhibit area or for any loss you may sustain.
18. You are responsible to maintain all required Insurance of whatever nature, including but not limited to, liability insurance and worker's compensation insurance, at your own expense and initiation. The Hoisington Chamber of Commerce assumes no responsibility of any kind for insurance on behalf of any vendor or exhibitor.
19. You agree not to hold the Hoisington Chamber of Commerce, its directors, officers, employees, representatives, agents and volunteers, responsible for any accident or injury incurred during this event. You further agree to hold the Hoisington Chamber of Commerce, its directors, officers, employees, representatives, agents and volunteers, harmless from and against any and all claims, demands, damages, and actions the Hoisington Chamber of Commerce, its directors, officers, employees, representatives, agents and volunteers, may sustain or incur, directly or indirectly, as a result of your actions or inaction or the actions or inactions of your employees, agents or volunteers in connection with your participation in this event.
20. Your violation of any of these rules or regulations or of applicable law will result in the forfeiture of your space and your removal from the event. By signing the Vendor Application and Agreement, you expressly agreed to waive any right to recourse or to demand refund or to claim damages on such grounds.
21. The interpretation of all rules and regulations is the sole responsibility of the Hoisington Chamber of Commerce and all decisions of the Hoisington Chamber of Commerce shall be final and enforceable.

For more information, contact the Hoisington Chamber of Commerce
620-653-4311 – hoisingtoncofc@outlook.com