

WILDER DAYS 2018

Vendor Application

Mansfield Area Chamber of Commerce

Mansfield, MO.

Jennifer Creed, Event Coordinator 417-259-3139

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Applications are now being taken for booth space for the 2018 Laura Ingalls Wilder Festival (Wilder Days). We are accepting applications for crafts, food, demonstrations, and information.

Festivities will include: parade, school entertainment, music, children's games, Little Laura and Farmer Boy Contests, craft demonstrations, food, and much more. In addition, the Ozark Mountain Players will be presenting an outdoor production of Laura's Memories at the Mansfield City Recreation Park

(Please note that festival activities are subject to change.)

DATE: The festival will begin on **Friday, September 14th**, and continue all day **Saturday, September 15th**, with a community worship service **Sunday, September 16th**.

LOCATION: Mansfield, MO (town square)

We invite all craft, food, demonstration and information booths to setup for Friday festivities. Set-Up Begins at 10:00AM on Friday! We ask that all booths be open by 9:00 AM on Saturday.

Please keep this letter as it contains information you may wish to refer back to as you prepare to set up.

2018 Rules and Regulations:

1. All fees must be submitted with your contract. Please make checks payable to **Mansfield Area Chamber of Commerce**.
2. ***Hand-crafted items are preferable***; however, we will have a limited space for manufactured items.
3. Food concession spaces are limited as we try not to duplicate available items.
4. We reserve the right to refuse anyone who does not follow guidelines or meet the standards of the festival.

5. **Booth** sizes are as follows: **10'x10', 10'x20', and 10'x30'**. See application for pricing.
6. We encourage all crafters, concessionaires, and demonstrators to dress in early era attire.
7. Booth rentals help pay for our festival, therefore, **NO REFUNDS** will be given for inclement weather.
8. We encourage all vendors to set up on Friday morning between **9am-12pm**. If you cannot do both days please complete your set up between the hours of **6am-9am** on Saturday. *****NOTE*** Vendor space preference will be given to those that can set up both days.** You must have your own tables, chairs, canopies, grounded electrical cords, etc. Most of the spaces will be on pavement. We do not provide any security during the overnight hours except for the normal police patrols. Trip hazards caused by improperly run electrical cords will be the sole responsibility of the Vendor. **We encourage everyone to set up on Friday if at all possible.**
9. Mansfield Area Chamber of Commerce, the Wilder Days' Committee, nor the City of Mansfield will be responsible for thefts, accidents or injuries.

Laura Ingalls Wilder Festival Concession Booth Contract

Fee for Booths are as follows:

1. **Food Vendors: \$75-10x10, \$140-10x20, \$190-10x30. An additional \$10 fee will be required if electricity is needed.**
2. **Crafters Vendors: \$45- 10x10, \$75-10x20, \$110- 10x30. An additional \$5 fee will be required if electricity is required.**
3. **Not-For-Profit groups: \$20-10x10, \$40- 10x20, \$60 10x30. An additional \$5 fee will be required if electricity is required. Limited availability.**
4. **Demonstrators Only: Any person demonstrating "ole time" skills to the public or operating an informational booth only will be allowed to set up at no or a reduced charge. Please call ahead for approval before submitting application, ALL demonstrators must be PRE-APPROVED .**
5. **All entries received after August 15, 2018 will be charged a \$5.00 late fee and \$15.00 late fee after August 31st. Vendors are encouraged to set-up on Friday, or as early on Saturday morning as possible. We would like to encourage as many vendors as possible to set up on Friday.**

Return this form by the Aug. 15 2018
(please answer all questions)

I/We _____ do here-by apply to set-up and operate a booth during the Laura Ingalls Wilder Festival in Mansfield, MO.

Please check one: Crafts ____ Demonstration ____ Food ____ Information ____

Size of Booth needed: _____x_____ Electric: Yes____ No____ 120 or 240 (circle one)

Dates attending, check all that apply: Fri 14th ____ Sat 15th ____

Please describe what you will have in your booth (Please be specific)

Signature:

Please return this signed contract along with a check made payable to:

Mansfield Area Chamber of Commerce

Business Name _____

Contact _____ **Date** _____

Address _____

Telephone _____ **Email** _____

Mansfield Area Chamber of Commerce

PO Box 322

Mansfield, MO 65704

For additional information call (417) 259-3139 or email: jcreed@farmersagent.com

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