

HERZOG-HERITAGE MARKET 2023 VENDOR APPLICATION

SATURDAY, AUGUST 12TH

9 am-12 pm

RAIN OR SHINE

VICTORIA, KANSAS

Name: _____

Mailing address: _____

Email address: _____

Website/FB: _____

Phone: _____

Company represented: _____

Products/description of items you will be selling:

- 1) ALL BOOTHS ARE APPROXIMATELY 10' x 10' - **NO ELECTRICITY IS AVAILABLE**
- 2) Market will be held rain or shine with **no booth fee refunds.**
- 3) All booth spaces will be pre-assigned prior to set up on the morning of the market.

Fee: **\$40**/booth # of booths requested _____.

Total Amount Due: \$ _____

Fees and application must be received no later than August 1st 2023.

HERZOG-HERITAGE MARKET 2023

VENDOR AGREEMENT

1. All applicants will maintain the booth area assigned to them by The Herzogfest Committee. All applicants will be required to keep their booth area clean and orderly. It is your responsibility to bag any trash produced within your space and dispose of it properly. All sales merchandise must be kept within each vendor's assigned space. Customer walkways shall not be obstructed by merchandise or displays. Please keep your booth/space professional and presentable.
2. All applicants must keep their booths within their assigned space including merchandise, hitches of trailers, tent stakes, tie downs, tent poles, etc. Any item(s) outside the booth space are considered a tripping hazard and we will require them to be moved. This event is held outdoors and you must provide your own tables, canopies, and chairs.
3. Booth setup will **only** be allowed the morning of the market from 6:30 am-8:30 am. No setup will be allowed outside of these timeframes. **All booths are pre-assigned, so please do not show up before 6:30 am to attempt to get a better spot; vendors who set up in incorrect booth spaces will be required to move.** All vendors must be set up and ready to sell by 8:45 am at the latest.
4. Vendors will be allowed to begin tear down of their booth no earlier than 12:00 pm. Early tear down will only be allowed for vendors who have sold out and are unable to take orders. In the event that you do sell out and tear down early, **your vehicle will not be allowed in the market area until all other vendors begin tear down.** Vendors must have their booth space fully vacated within two hours of the market closing (2:00 pm at the latest).
5. **Vehicles will only be allowed in the market area during the setup and teardown of booths (6:30 am -8:30 am and 12:00 pm -2:00 pm).** Vehicles must not interfere with other festivities of Herzogfest, regardless of timeframe. No vehicle is to remain on the Herzogfest grounds after setup, unless the vehicle is part of the applicant's booth **AND** fits within the booth space assigned to you. **Tow vehicles (if applicable) must be disconnected from trailers and parked elsewhere; they do not count as "part of the applicant's booth".** Vehicles, trailers, and other fixtures must be removed promptly after the teardown of your booth is finished.
6. Please note that our Liability Insurance covers areas outside of your booth only and **does not** cover accidents within your booth space. If an applicant wishes to secure additional Insurance Coverage, it is their responsibility to provide.
7. Herzogfest will not be held responsible for any loss or damage of merchandise, property or equipment, either from natural or unnatural causes, such as theft, fire, flood, wind, rain, or any other cause whatsoever.
8. The market will include only one vendor per MLM company on a first come, first served basis. If the requested MLM is already represented, a refund will be given and/or you will be added to a waitlist.

*****All federal, state, and local laws governing retail sales tax must be followed. Victoria sales tax is currently 8%.*****

ANY APPLICANT WHO DOES NOT FOLLOW THESE REQUIREMENTS WILL NOT BE ASKED OR ALLOWED TO RETURN!

Herzogfest, Inc. cannot guarantee the location of your booth placement.

By signing below, I acknowledge that I understand and agree to comply with all rules and regulations of the market.

Signature: _____

Date: _____

Make checks payable to Herzogfest and send payment and application to:

Herzogfest, Inc
P.O. Box 433
Victoria, Ks. 67671

****RAIN or SHINE, NO REFUNDS****