

City of Garnett - Sesquicentennial Celebration
October 8, 2011
Application for
Celebration Craft Vendor

Date: _____
Vendor Name and/or
Civic Organization's Name: _____
Sales Tax Account Number: _____
Contact Person's Name: _____
Address: _____
City/State/Zip: _____
Contact Person's Business Telephone: _____
Contact Person's Home Phone: _____
E-Mail Address: _____

If someone other than the person signing this contract will be in charge of your space, please list that person's name, address, phone number(s) and affiliation below –

Name: _____
Address & Phone # _____

Please submit form by September 1.

Please list the items you will be selling at your booth below. Just an idea of what your specialty is:

Space Size: Outdoor Craft Vendor Space Size is 12 feet x 12 feet.

Will you need electricity? Yes No

Electrical requirements: _____

Please be as specific as possible: amps, volts, outlet requirements.

You will be able to begin setting up your booth at 7:00 a.m. on Saturday, October 8, 2011. It is up to the vendors to provide their own equipment, including tables, chairs, extension cords, etc.

Vendor Requirements:

- You must provide your own insurance. You are not insured through the City and the City assumes no liability for you.
- All vendors must clean up their area and leave it as clean as they found it.
- You must have adult supervision in instances where children who work your vendor booth are under the age of 18 years.
- **No alcoholic beverages will be allowed in the vendor area.**
- You must have adult supervision in instances where children who work your vendor booth are under the age of 18 years.

- **Sales Tax:** Craft vendors are required by Kansas law to charge and remit sales tax, currently 8.3%. Remittance of sales tax is due to the Kansas Department of Revenue immediately following the festival. It is up to you to remit sales tax to the Kansas Department of Revenue on your behalf. Per requirement by the Kansas Department of Revenue, by completing this application along with your signature you are showing the following intent: "All federal, state, and local laws governing retail sales tax must be followed. I understand the rules and regulations of this festival and will comply. I realize that failure to comply may result in expulsion from this festival."

Each craft vendor at the 150th Celebration will pay a \$50 Deposit (\$35 of the deposit will be refunded if vendor shows up) per 12' x 12' space. If for any reason a vendor has submitted their 150th Celebration Craft Vendor Application Form, paid the applicable vendor deposit and does not set up at the October 8, 2011 event, they will forfeit deposit.

If you have questions, please call City Hall at (785) 448-5496..

Release of Claims: *My signature indicates that I have read the information provided in this application and understand it fully. My signature acknowledges that I and organization or business I am representing cannot hold the City of Garnett, volunteers, and any group affiliated with the Garnett Sesquicentennial Celebration for any incidents, damages, losses, accidents or thefts that may occur to me or my organization or business during this event.*

Signature: _____ Date: _____

Please send this application and applicable vendor deposit to:

City of Garnett
P.O. Box H
Garnett, KS 66032