



Gladfest 43

Sept 30th – Oct 1st, 2022

Downtown Gladstone/Linden Square

Fri, Sept 30th 5:00 pm - 10:00 pm

Sat, Oct 1st 10:00 am - 10:00 pm

On Sunday, October 2nd - ONLY the Gladfest carnival will be open
(No Vendor Booths)

2022 Marketplace Booth Information

General Information: Marketplace booths are available for businesses and/or organizations to sell and/or advertise a product or service, which is not handmade by the booth holder.

(For handmade items use the Arts and Crafts application)

- Due to limited availability, booth space is available on a **FIRST PAID BASIS.**
- **A SEPARATE \$100 deposit MUST be submitted** with the completed application.
- Marketplace booths manned during ALL festival operating hours are entitled to a refund of their deposit at the close of business on Saturday night. If paid by credit card, the deposit will be refunded during the week following Gladfest
- A **Non-Profit** booth space is defined as any organization with a 501c(3) or 501c(6) tax-exempt letter. A copy of your tax exempt status must be attached to your application.
- The application must provide in detail the items you are selling/advertising.
ALL items being sold, displayed, and promoted are subject to the approval of Gladfest organizers.

The following items **are not** acceptable: Silly String, pipe guns, rubber band guns, or other similar products and all products displayed/sold **MUST BE** family appropriate.

- Food is not allowed to be given out to the public unless it is a pre-packaged individual product.
- Only two vendors with the same merchandise or services are allowed (candles, purses, etc), but those two vendors will not be placed next to each other.
- Please complete the attached application and return it with full payment by September 9, 2022.
- **All payments are non-refundable.**

Marketplace Booth Specifics – 2 choices:

Inside Booth 8'(w) x 6'(d) inside a large tent with other vendors

- 6 ft table and/or two chairs provided **only if needed** – mark **YES** on application
- Overhead lighting is provided
- Electricity is available for an additional fee. Details below.

Outside Booth 10'(w) x 15'(d) outside on the street

- 8 ft table and two chairs will be provided **only if needed** – mark **YES** on application
- Vendor must provide their own tent/pop-up and lighting
- Electricity is available for an additional fee. Details below.

Electricity (optional)

- Electricity is available at an additional cost, (please see application for amount) and is **non-refundable.**

Vendors requesting electricity must provide a 100' extension cord to reach provided outlets.

- **15 AMPS = One Unit of Electricity**
One Unit includes 2 receptacles
If you require more than 15 AMPS, you must pay for an additional electric unit.
- To determine how many AMPS you need, look for the information plate or sticker on each piece of equipment you plan to use. If you divide the number of WATTS by the amount of voltage, you will know the number of AMPS used by that piece of equipment. This number must be 15 or fewer AMPS per unit (outlet).

Specifics for Set-Up on Friday, Sept 30th from 10am to 4pm

All roads leading into the Festival will be closed to thru traffic at noon on Friday, Sept 30th.

- **Before** unloading please CHECK IN with the Marketplace Booth personnel.
- **ALL** vendors must be set-up and have their vehicles off the festival streets by 4pm on Friday afternoon. Vehicles left on festival streets after 4pm are subject to ticketing or towing.
Any vendor arriving after 4pm must carry their product(s) to their Marketplace booth. **No exceptions!**

During the Festival:

- **Marketplace vendors are permitted to market their product and/or service ONLY within the confines of their booth space including no more than three feet immediately in front of their booth.**
- Use of audiovisual equipment is permitted provided the content is family appropriate and the sound is not over a "conversational" level in order to be respectful of the surrounding vendor booths
- All Marketplace booths must be manned during festival operating hours. Any booth found unmanned will lose their deposit, is subject to removal and may result in not being permitted booth space in the future.
- Security will be available on Friday and Saturday evenings. However, it is recommended that any items of value be removed from the festival grounds each evening.
- **Vendors are allowed access to their booth space by vehicle before and after daily festival hours ONLY.**

Specifics for Tear-Down:

Vendors may tear down on Saturday, Oct 1st, immediately following the 10pm closing, **MUST** be complete by 11pm!

OR

Vendors may return anytime between the hours of 10am and Noon on Sunday, October 2nd to tear-down.

NOTE: **NO** vendors will be allowed access to tear-down before 10am due to street closures for the Scarecrow 5K Run/Walk.

Other Important Information:

- Parking is available in surrounding streets and parking lots
- No open flames and/or smoking materials are allowed in any tent booths.
- **The use of electric space heaters is prohibited.**
- **ONLY** the Gladfest carnival will be open on Sunday, Oct 2nd. **NO vendor booths open on Sunday!**

Questions can be directed to info@gladstonechamber.com or by calling the Gladstone Chamber office at 816-436-4523

2022 Marketplace Booth Application Form

Gladfest 43, Sept 30th, Oct 1st (Oct 2nd – Carnival only)



Business/Organization: _____

Name of Booth Holder _____

Phone: Daytime _____ Cell: _____ Email: _____

Street Address _____ City _____ State _____ Zip _____

Vehicle Make: _____ License Plate Number: _____

Items to be sold or promoted: Please be specific and list each product and/or service.
No more than two vendors with the same merchandise or services are allowed

Outside Booth 10' (w) x 15' (d) Chamber Member \$200 _____ Non-Member \$250 _____ Non-Profit \$165 _____ # of Spaces _____

Inside Booth 8' (w) x 6' (d) Chamber Member \$175 _____ Non-Member \$225 _____ Non-Profit \$140 _____ # of Spaces _____

Electricity \$50 per Unit (15 amps = a unit - see info sheet for amps/unit definition) # of units needed _____

Table needed? Yes No **2 Chairs needed?** Yes No

\$ 100.00 Deposit - MUST be paid separately and accompany application

Total Enclosed (Deposit + Booth Fee + Electricity Fee) \$ _____ Cash _____ Check # _____

Credit Card # _____ Expiration Date _____ MASTERCARD VISA DISCOVER AM/EX
 V-Code _____

Total to be charged: \$ _____ Signature _____ Date _____

To complete your application Please sign the 2022 Indemnity Agreement.

I AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF GLADSTONE, THE GLADSTONE AREA CHAMBER OF COMMERCE, ITS DIRECTORS AND AGENTS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF ACTIVITIES RELATING TO GLADFEST 43. I HAVE READ AND AGREE TO THE TERMS OUTLINED ON THE BOOTH INFORMATION SHEET AND FURTHER ACKNOWLEDGE THAT ENTRY FEES AND ELECTRICAL CHARGES ARE NON-REFUNDABLE AND THAT ALL ITEMS MADE AVAILABLE AT GLADFEST 43 ARE AT THE SOLE DISCRETION OF THE CITY OF GLADSTONE AND THE GLADSTONE AREA CHAMBER OF COMMERCE.

SIGNED: _____ DATE: _____

**Please return the completed application including signed Indemnity form, deposit and full payment to:
 Gladstone Area Chamber of Commerce, 7001 N. Oak Trfwy., Ste. 101, Gladstone, MO 64118**

Deadline is Friday, September 9th, 2022
Office Use Only

Date Rcvd: _____	Booth Amount: _____	Deposit: _____	CC processed: _____
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