



# Gladfest 45

Oct. 4,5 & 6, 2024

Downtown Gladstone/Linden Square  
Fri, Oct. 4 5:00 pm - 10:00 pm  
Sat, Oct. 5 10:00 am - 10:00 pm  
(On Sunday, October 6 - ONLY the Gladfest carnival will be open  
No Vendor Booths)

## 2024 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 the week following Gladfest
- A **Non-Profit** booth space is defined as any organization with a 501c(3) or 501c(6) tax-exempt certificate. 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 6, 2024.
- **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 and requested** – mark **YES** on application to request.
- 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 and requested** – mark **YES** on application to request.
- Vendor must provide their own pop-up tent 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**  
**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, Oct. 4 from 10am to 4pm**

**All roads leading into the Festival will be closed to thru traffic at noon on Friday, Oct. 4.**

- **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. Sounds must be respectful of the surrounding vendor booths
- All Marketplace booths must be manned during festival operating hours. Any booth found unmanned will forfeit 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. 5, 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 6 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 public parking lots.
- No open flames and/or smoking materials are allowed in any tent booths.
- **The use of electric space heaters is strictly prohibited.**
- **ONLY** the Gladfest carnival will be open on Sunday, Oct.6. **NO vendor booths open on Sunday!**

**Questions can be directed to [info@gladstonechamber.com](mailto:info@gladstonechamber.com) or by calling the Gladstone Chamber office at 816-436-4523**

# 2024 Marketplace Booth Application Form

## Gladfest 44, October 4 & 5 (Oct. 6 – 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 individual product and/or service.

**No more than two vendors with the same merchandise or services are allowed**

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**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 # \_\_\_\_\_

MASTERCARD VISA DISCOVER AM/EX

Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ V-Code \_\_\_\_\_

**Total to be charged:** \$ \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

### **To complete your application Please sign the 2024 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 45. 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 45 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, 6910 N. Holmes St., Ste. 390, Gladstone, MO 64118

**Or submit via email to [info@gladstonechamber.com](mailto:info@gladstonechamber.com)**

**Deadline is Friday, September 6, 2024**

#### Office Use Only

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