



Friday, July 21 & Saturday, July 22, 2017

Dear Vendors:

July 21<sup>st</sup> and 22<sup>nd</sup> are going to be fun-filled days for the entire family! More than 2,000 adults and children attended the event in 2016. There will be events for kids of all ages at Indian Foothills Park including free admission to the Aquatic Center, bounce houses, big trucks, face painting, a petting zoo, performances by talented musical entertainers, and a free evening movie. Fitzgibbon Hospital is sponsoring a Backyard BBQ Contest and Kids' Que, and The Marshall Democrat-News will host its annual Car and Motorcycle Cruise-In. Please see the enclosed flyer for additional information.

We are interested in securing vendors that will help us broaden the event's appeal and increase attendance. If you would like to participate, please complete this form and return it along with your \$25.00 Vendor fee to the Fitzgibbon Hospital address below. To pay via credit card, contact Jackie at the number below. **501(c)3 organizations should contact Jackie or Lori prior to submitting the vendor application!**

Jackie Finnegan  
Fitzgibbon Hospital  
P.O. Box 250  
Marshall, MO 65340  
660-831-3850  
jfinnegan@fitzgibbon.org

Lori Godsey  
Marshall Parks & Rec Department  
1538 East Vest Street  
Marshall, MO 65340  
660-886-7128  
lgodsey@marshall-mo.com

*Vendor Requirements:*

1. Pre-registration is required and must be received by July 1, 2017.
2. Electricity is limited and vending space will be assigned on a first-come, first-served basis. No generators will be allowed.
3. Set-up time is 7:00 AM-9:00 AM on Saturday, July 22, 2017.
4. Vendors are responsible for set up of all equipment, tables, chairs, and signage. Sponsors are not liable for equipment loss or damage.
5. Vendor will remain open from 9:00 AM until 6:00 PM unless the Event Sponsor(s) gives permission for early departure.
6. All Vendor items should be tasteful and appeal to families. Sponsors reserve the right to ban the sale or display of any item. No alcoholic beverages may be sold at this event.
7. Vendors are responsible for collecting and reporting Missouri sales tax.
8. At the conclusion of the event, Vendors will ensure that all trash is bundled and the vending area is clean.

**VENDOR INFORMATION:**

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Web Address: \_\_\_\_\_

Type of Business or Service(s) Provided: \_\_\_\_\_

**WAIVER OF LIABILITY:**

I understand and agree that the City of Marshall, Marshall Parks and Recreation Department, Indian Foothills Park, Fitzgibbon Hospital, and The Marshall Democrat News, their employees, directors, and committees, are not liable for any personal injury, damage or loss of exhibitors wares, equipment, and/or personal property, and further agree to indemnify and hold harmless the City of Marshall, Marshall Parks and Recreation Department, Indian Foothills Park, Fitzgibbon Hospital, and The Marshall Democrat News, their employees, directors, and committees from all claims.

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_