

Green Festival & All-Day/All-Night Acoustic Jam

2008 Vendor Application -- September 6 -- 2-7 PM (with music until much later)

Festival site: 6304 E 58th St , Kansas City, MO

Directions: Dave Lazor's Jammin' Place: From I435: Eastwood Trwy exit west - then left at Blue Parkway, with an immediate right onto Bennington. Right at 58th Street. Follow the signs!

Send completed application, your check and 2 photos of your work with a Self-addresses-stamped envelope to: Linda Brink Events – P.O.Box 2463, Kansas City, KS 66110 (If not accepted, your check will be returned, uncashed). Or, you may fax your signed 4-page application/rules and photos to: 913-647-0977

Vendor Information:

First/Last Name: _____

Business Name: _____

Address: _____ City: _____

County: _____ State: _____ Zip Code: _____

Phone with area code: (____) _____ E-mail: _____@_____

Address of studio or other facility (if different from above): _____

Number of employees: _____ Insurance Company: _____ (attach copy of certificate of insurance if applicable)

How many spaces you are requesting: _____ (\$20 per 10' x 10' booths -- no display equipment provided)

ITEMS YOU WOULD LIKE TO SELL: If necessary, please attach a second page. **Please be specific and list all items for consideration. Indicate whether the item is produced by you, and how it is made.**

| ITEM (example Highfire Stoneware bowls) | How item is produced: (example: wheel thrown, hand-painted, gas fired) |
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Applicant Statement:

I AGREE to abide by the Rules and Regulations of the Green Festival/Acoustic Jam, (attached) and to hold harmless the Green Festival/Acoustic Jam, it's officers and staff, as well as Dave Lazor, Linda Brinkerhoff, Linda Brink Events, and members of the band Checkered Past, in the event of loss or injury resulting from my participation in the September 6 Festival. I further agree to collect and be responsible for all appropriate state, county and city sales tax, and TO OBTAIN any and all required PERMITS and LICENSES (where applicable). I FURTHER AGREE NOT to hold the Green Festival/Acoustic Jam or its representatives and employees, as well as Dave Lazor, Linda Brinkerhoff, Linda Brink Events, and members of the band Checkered Past, responsible for any damages rising out of the sales of my products or from my presence on the Market site, and I agree to pay my fees in a timely manner.

Signed: _____ Date: _____

Print Name: _____ (Booths are \$20 each)

Number of Booths requested: _____ Total enclosed: \$ _____ Make checks payable to: "Linda Brink Events"

**PLEASE READ ALL RULES AND REGULATIONS & SIGN BOTH HERE AND AGAIN on PAGE 4.
Make a copy for yourself, and return all 4 original pages for our files.**

By-Laws, Rules and Regulations

Saturday, September 6, 2:00 -7:00 PM (with music until much later)

Send completed application, your check and 2 photos of your work with a Self-addresses-stamped envelope to:
Linda Brink Events – P.O.Box 2463, Kansas City, KS 66110 (If not accepted, your check will be returned, uncashed).

Our goal is provide a pleasant setting for the sale of LOCALLY PRODUCED healthy, fresh, produce/farm meats/eggs/dairy in a space shared with local artists and green businesses.

Market Manager: Linda Brinkerhoff Phone number: 913-787-1724 email: CheckeredPastEvents@gmail.com

Vendors

All farmers, artists, entertainers, and other vendors must submit a completed [application](#) & receive approval.

Farmers:

All farmers and growers may sell only products that they have grown or raised themselves within 200 miles of KC.

Artists

Work must be created by the displaying artist, and be appropriate for an open Market. Commercially manufactured and/or imported items are not allowed. (for instance: no Made-in-China components, no Mexican pottery).

Entertainment and Volunteers

Musicians or artists who perform or use their talent as a service and all volunteers are subject to the same Green Festival/Acoustic Jam Rules and Regulations as any other Vendor. Entertainers must submit an application, and sign the insurance waiver, agreeing to hold the Green Festival/Acoustic Jam and it's officers (including Dave Lizer, Linda Brinkerhoff, Linda Brink Events, and members of the band Checkered Past), harmless in case of loss or accident.

Business/Service Vendors

All Vendors wanting to sell a service or generate customer leads will be considered on an individual basis for placement – a local or “green” component must be part of any such operation.

Literature, etc.

All groups or individual wishing to distribute literature, register individuals, take surveys or fill out questionnaires must have permission from the Market Manager prior to setup. Any group or individual engaged in this type of activity without prior approval will be asked to leave the Market area.

SET UP AND BOOTH INFO:

1. Exhibit space – each booth includes a 10' x 10' space (in grassy field). No tables are provided. You may set up a pop-up tent, but ALL your tables/chairs/displays must be contained in your 10' x 10' area without encroaching on your neighbor's or communal spaces. No electricity is available.
2. No Vendor shall have the right to assign, sublet or sell his/her reserved stall to another person.
3. Cancellations/No show: If you are going to be late or must cancel, please call the Market Manager ASAP. Empty spaces disrupt crowd flow. At 1:45 pm any empty booths will be considered “no shows” and will be filled with a wait-listed vendor if possible. If you are coming but will not be at the market prior to 1:45, please call the Market Manager so she will not give your space to another vendor. If you arrive late see the Market Manager – if space is still available you will be assigned a new location.
4. No refunds for cancellation, and no refunds based on weather. Scheduled Rain date would be Sunday, Sept 7.
5. Booths will be assigned with a preference to green growers. All diligence will be used to plan booth layout in a way that mixes the types of vendors and does not place 2 like vendors side-by-side.
6. Parking: All vendors vehicles must be removed to the vendor parking area during hours of operation, (to leave parking spaces open for customers). You may pull you vechicle into the festival site to pack beginning at 7 pm, after festival customers have left the field.

Set up and Close times:

- Setup begins at 12:00 (noon). You may pull your vehicle up to your booth to unload, then you must move your car to the vendor parking lot.
- Breakdown and final cleanup may commence at 7pm. **Early closing is strongly discouraged due to interruption of other vendors' continuing sales.**
- **NO VEHICLES ALLOWED IN FESTIVAL AREA UNTIL AFTER 7:00 PM (when customers have cleared the area)**

Rules

- 1) All Vendors agree to quickly remove any vehicle, item, or property upon the direction of the Market Manager.
- 2) All Vendors agree to comply with all City regulations together with County, State and Federal laws relating to conducting business and agree to obtain all licenses, permits, insurance, and any other documents which are required by Market Manager, City, County, State, or Federal regulations.
- 3) The Green Festival/Acoustic Jam Manager, and any of the the Green Fest/Acoustic Jam staff and and volunteers, (including Dave Lazor, Linda Brinkerhoff, Linda Brink Events, and members of the band Checkered Past), are hereby released of any responsibility or liability for loss or damage to merchandise while it is being stored in the Market location, and also for accidental injury to vendors and their employees while in the marketplace.
- 4) The Vendor will carry adequate and appropriate insurance to conduct business in the State of Missouri, including all vehicles driven into or on the Green Festival/Acoustic Jam premises, and will show proof if asked.
- 5) No Vendor will do any act or use any language that appears to be intended to insult the Green Festival/Acoustic Jam staff, another Vendor or shopper, or to intimidate a shopper into purchasing the product for sale. This includes hawking.
- 6) Persons causing damage to Market property shall be financially responsible for the cost of repairs or replacements. Such damage shall include, but not be limited to, buildings, grounds, fences, gates, vehicles and any other property used and/or operated by the Market.
- 7) The Market Manager has the authority to deny any person the privilege of operating at the Green Festival/Acoustic Jam who, in the Manager's judgment, is using methods that are detrimental to attendance at the Market, or contrary to the Market's policies or standards. The display or sale of obscene or unlawful merchandise as judged by Market Manager or local officials are prohibited.
- 8) In order to effectuate these rules of the Green Festival/Acoustic Jam all renters, Vendors, merchants, and users of the Green Festival/Acoustic Jam are responsible for the action of their employees.
- 9) Strict compliance with all designated parking and traffic regulations will be required.
- 10) The Market is not obligated to provide trash bins for the Vendors.
- 11) WEATHER: The market will be open rain or shine. No weather related refunds will be considered. In case of severe storm conditions, Sunday, September 7 may be designated as a rain day.
- 12) At the close of the business day, the Vendor is required to clean the area assigned for that day and haul his own trash away from the Market. Any Vendor who fails to do so will be charged a clean up fee of \$50.00.
- 13) Merchandise, stock, and other Vendor property will not be placed, stored, cleaned or processed in unoccupied stalls or common areas of the Market.
- 14) All Vendors must keep their immediate premises clean, sanitary and orderly. Vendors will not allow seepage or leakage of water or fluids from their stands into the aisles or common areas.

15) Market Vendors must confine the piling and display of produce to the space leased by them.

16) No individual Vendor is permitted to sell bottled drinks or prepared food for consumption without "concession" standing (applicant must be approved by Green Festival/Acoustic Jam and comply with all applicable county/city/state/federal health inspections and necessary licenses).

17) **Vendors are responsible to collect and report their own Missouri Sales Tax.**

Health and Safety

1. Vendors should display food related or produce goods on well constructed, maintained and clean tabletops and/or shelves. These items should be fully covered by presentable table coverings. Produce or other food related products must be displayed or stored off the floor.
2. The use of any spark, flame or fire-producing device is prohibited in the Green Festival/Acoustic Jam without written permission.
3. No person may sell produce which is unsound or unwholesome or which fails to meet the standard or requirements of Federal, State or local laws and regulations. All Market vendors will obey all Missouri regulatory, sanitation, or other legal requirements. In no case will produce that contains a total of more than 10% decay, shriveling and/or blemishes be offered for sale. Upon violation, the Market Manager has the authority to deny any person the privilege of operation at the Market.

Produce/Meat/Eggs: All foods sold at the Green Festival/Acoustic Jam must be LOCALLY PRODUCED, healthy, and fresh.

The following regulations reflect a commonsense approach to the display and sale of produce, meats and eggs at the Green Festival/Acoustic Jam. Failure to adhere to these regulations may result in the loss of selling privileges at the Market.

Meats & Poultry

Meats must be kept frozen at all times, properly labeled and maintained frozen with no evidence of thawing. Meat and poultry must be sold in a manner consistent with health department requirements, and your Missouri State inspection certificate must be on display during market hours.

Eggs

Eggs must be kept at 41° F or below at all times. Eggs must be sold in a manner consistent with all health department requirements, and you must have a Missouri Egg License.

Food Products/Canned Products

Products must be designed, produced, and finished by the seller, sold in a manner consistent with health department requirements, and canned foods should be labeled indicating who made it, what it is, what's in it, and the location where it was produced.

Baked goods: Vendors of any cooked or baked goods must have a Missouri Food Service License displayed with the following exceptions: cookies, bread, cakes, honey, jams and jellies. Packaged products must be labeled with common name, vendor name and address.

Sampling: Any vendor serving sample must attend a ServSafe class conducted by the State Environmental Office prior to having samples displayed. (For a listing of classes, contact your county extension office). Your ServSafe Certificate must be on display. NO MEAT SAMPLING ALLOWED.

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