

Steelville Area Chamber of Commerce

P.O. Box 956, Steelville, MO 65565 Phone (573) 775-5533

Dear Exhibitor:

The Steelville Area Chamber of Commerce is sponsoring the 55th Annual Harvest Festival on September 7th, 2019. We invite you to come and help us celebrate this annual event in beautiful and historic downtown Steelville. The craft and food show will be held the morning of the Parade. All booths will be set up on the public parking lot across from the courthouse this year. Please plan accordingly when thinking about your booth display. Electric is limited. All proceeds from vendor fees will go to support the ongoing efforts of the Chamber of Commerce. Listed below is the information concerning our festivities and a vendor booth application. Booth space is limited, so we encourage early application.

1. Booth space is approximately 10' x 10'. Very few electrical outlets are available.
2. Spaces are reserved **only** upon receipt of application and fees.
3. Set up time is from 7 AM to 8:30 AM. You may begin selling as soon as you are set up. The parade starts at 1:30 PM and things usually wind down after the parade. Please do not begin disassembling your booth until it is obvious that the crowd has dispersed.
4. Your name and booth number will be marked in your space when you arrive.
5. Plan to keep your booth area clean and free of trash at all times.
6. You are responsible for your own equipment, i.e. tables, chairs, tents, etc. Please be prepared for any weather conditions.
7. We retain the right to select and place exhibitors and concessionaires from applications to obtain a balanced and quality show. Decisions made by the committee are final.
8. For the safety of the exhibitors and the public, no one will be allowed to sell weapons of any kind.
9. **Be sure to clearly list what you will be selling on your application** so we can help you avoid conflicts with other vendors.

Please keep the above information for your records. If you have any questions, please contact the Steelville Chamber office at 573-775-5533 or contact Harvest Festival Vendor Chair, Peggy Alexander at 573-351-0342.

Saturday Vendor Booth Application Form

Mail or bring this portion of the application with fees to Steelville Area Chamber of Commerce office, P.O. Box 956, Steelville, MO 65565. 2018 Vendor Booth Fee: \$20.00 per 10' x 10' space.

Number of booths needed: _____ Amount Enclosed: _____ Check ___ Cash ___

Name: _____ Organization: _____

Address: _____ City: _____ State: _____ Zip: _____

Cell Phone: _____ e-mail: _____

Type of Display Items to be Sold: _____

Do you need electric? Yes No If yes, what will it be used for? _____

I have read and fully understand the requirements and guidelines for the Steelville Harvest Festival. By signing, I agree to abide by these rules. I further understand that the Steelville Area Chamber of Commerce and the City of Steelville are not responsible for accidents, injury, or loss of goods.

Signature: _____ Date: _____

Office Use Only: Date Received: _____ Entry No.: _____ By: _____