

**PLEASE BE SURE
TO READ THE
APPLICATION AND
GUIDELINES IN
ITS ENTIRETY, AS
THERE ARE
CHANGES!!!!**

OZTOBERFEST

July 1, 2009

Dear Vendor,

Our community is quite proud to announce the dates of our 2009 OZtoberFEST! This year's OZtoberFEST will be October 3-4th 2009. We welcome your application for this long-standing, successful event.

- 2009 is the 70th anniversary of the release of the classic "Wizard of Oz" movie.
- Kansas State University will be hosting a major Wizard of Oz conference in conjunction with our event.
- For the first time, Wamego's OZtoberFEST will be the only major Wizard of OZ festival in the Midwest in 2009.

Enclosed are the guidelines, rules and application that we require each vendor to read and complete to be eligible to participate in the event. Please read the information carefully and thoroughly. Detailed descriptions of your booth, pictures of the craft and its creation, as well as a completed application help us choose and place vendors appropriately.

We are seeking a variety of quality vendors for this show. Please apply early. Confirmation letters will be sent as applications are received. Fees for spaces are explained in the attached guidelines and application. Once again, please read all the information carefully, but do not hesitate to call if you should have questions.

Thank you for considering application to our festival! If you have questions, please call the Chamber office at (785) 456-7849 or email us at wchamber@wamego.net.

Sincerely,

OZtoberFEST Committee
Wamego Chamber of Commerce/Mainstreet

Enclosure



2009 OZtoberFEST

Saturday, October 3rd 2009 - 9 a.m. to 5 p.m. Sunday, October 4th 2009 - 11 a.m. to 4 p.m.

Guidelines and Rules

This is an outdoor festival, on Lincoln Avenue in downtown Wamego. Please read this information carefully.

REQUIRED QUALIFICATIONS:

- With your application, you MUST send NO LESS than 4 updated photos showing the types and quality of items you will be offering. These pictures will be used to place vendors/products. A detailed description of the items you will offer for sale must be given in the space provided on the application. If this section is left blank - your application will be returned. If additional space is needed, please attach extra pages.
- **By signing below you acknowledge that you have read and fully agree to be bound by the guidelines and rules of this application.** Should your application be accepted for the 2009 OZtoberFEST, you will cooperate fully with all guidelines, regulations, and qualifications. Absolutely no refunds if application is accepted.

BOOTHS:

- We WILL NOT accept booth location requests.
- Booth fees must accompany the application or application will be returned. NO faxes or e-mails accepted
- We will be placing booths according to the types of merchandise offered. **It is to your benefit to show as much as possible in your pictures and give very detailed description of your items.**
- It is possible that your application for this festival will not be accepted. If we receive a large number of vendors offering the same type of items, if we are unable to identify the quality and/or authenticity of your handcrafted items, or if we receive an INCOMPLETE application, your application may not be accepted.
- All spaces are open air on asphalt. We do not supply tents, tables, shelving, chairs, etc.
- Vendors will need to bring their own tents. Tents must be free standing with adequate weights in case of wind. **No vendors will be allowed to drill or stake tents to the concrete/asphalt. Be prepared in case of high winds!**
- Tents must fit in the allotted space. Electricity space is limited. Apply early. Electricity cannot be guaranteed to all that apply.
- DEADLINE for applications is SEPTEMBER 18TH 2009. Applications received after September 18th 2009 WILL BE RETURNED. **ABSOLUTELY NO REFUNDS** if application is accepted.
- Confirmation letters will be mailed out on an "as received/accepted" basis. If your booth is not accepted for the 2009 Show, your pictures and explanation will be returned to you.

SET-UP:

- Upon arrival, all vendors MUST CHECK-IN to receive a booth packet and space assignment. Set-up WILL NOT BE ALLOWED before checking in AT THE FESTIVAL CHECK-IN STATION (the information booth 529 Lincoln Ave.)
- NO breakdown of booths before 4:00 pm on Sunday, October 4th (except in the case of severe weather, which you will be notified of). Any vendors that breakdown before the close of the festival will not be allowed to return to the following year as a vendor. The vendors are responsible for set-up and tear down of the booth space.

GENERAL INFORMATION:

- We encourage a complete smoke free area for the benefit of patrons.
- NO RV parking allowed in the City Park. Vendor parking locations must be used and will be enforced. Limited RV space is available in Wamego-contact Jaimee Hoobler at 785-456-2041 to reserve spaces.



If you have any questions, please call (785) 456-7849. Thank you!
2009 OZtoberFEST

Saturday, October 3rd 2009 - 9 a.m. to 5 p.m. Sunday, October 4th 2009 - 11 a.m. to 4 p.m.
Application must be completed thoroughly! Please read carefully!!

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number _____ Email _____

Approximately how long does it take you to setup? _____ What is the earliest time you can arrive on Friday? _____

Category:

_____ Original Arts and Crafts _____ Commercial _____ Non-profit Organization(1/2 Price)

BOOTH SPACE: (spaces are open air on concrete/asphalt.)

Indicate number of spaces you need. Electrical spaces are limited and can not be guaranteed.

_____ 10' x 10' booth space - \$50.00 each (indicate 1, 2, 3, etc.)

_____ Electricity - \$5.00 per space (If you request more than 1 space and need electricity, you will be required to pay for electricity for each space - since all electric booths are blocked together.)

_____ Total amount enclosed

Detailed description of your hand crafted items: (Attach separate pages if needed. Include pictures with your application.)

- ❖ APPLICATION DEADLINE IS FRIDAY SEPTEMBER 18th, 2009. NO EXCEPTIONS!
- ❖ All applications MAY NOT be accepted!
- ❖ Absolutely NO REFUND if application is accepted.
- ❖ You MUST send NO LESS than 4 updated photos of your items with the application.
- ❖ A detailed description of all merchandise must be printed on, or sent with the application.
- ❖ Booth fees must be sent with application! We will NOT accept applications by fax or email.
- ❖ Incomplete applications will not be reviewed and will be returned.
- ❖ The Wamego Chamber of Commerce, the City of Wamego, or their agents will assume no responsibility for loss or damage to any vendor property.

By signing below you acknowledge that you have read and fully agree to be bound by the guidelines and rules of this application. Should your application be accepted for the 2009 OZtoberFEST, you will cooperate fully with all guidelines, regulations, and qualifications. No refunds are given if the application is accepted.

Signature _____ Date: _____

Print and Mail with payment to: Wamego Chamber of Commerce, 529 Lincoln Avenue, Wamego, KS 66547
Phone: (785) 456-7849