

34th Annual Stafford Oktoberfest

October 7, 2023

Criteria

*No responsibility for loss or damage of any artwork or display at the festival is assumed by the Oktoberfest Committee or the City of Stafford. Liability Insurance is suggested. Pre-packaged food only on this form. (Baked Goods, Jams, Jellies, Jerky, Popcorn, etc.). If you are serving food, you need to use the food vendor form and be in the food court.

*Exhibitor is responsible for setting up and taking down his/her own booth. Tables and/or chairs are not provided. All trash must be disposed of: trashcans are located at various locations along Main Street.

***EACH EXHIBITOR IS REQUIRED TO HAVE A KANSAS SALES TAX NUMBER.**

Applications can be found at www.ksrevenue.org or by calling 1-785-368-8222, option 5 then option 1. **Obtaining a Kansas Sales Tax number is free.**

Application Procedures:

*Entry for Oktoberfest is on a first come first serve basis.

*Applications will be accepted until all spaces have been filled.

*The official application must be completed in full. Must be signed.

*Application must include a check/ money order/ cash for all applicable fees.

*Booth space is only confirmed when payment is received, and form is signed.

Booth Information:

*Booth/Entry Fee is \$10.00 per space for OUTSIDE Craft/Art Vendors. **NO INSIDE AVAILABLE.**

*Outside Craft/Art Vendor Booth sizes are 6x10 feet. – Bring your own tables/tents. (10x10 Canopies are allowed)

*Some are in full sun and subject to the elements so come prepared. Setup is on sidewalks so make sure you are prepared for holding down your canopy. If you mark you want, electricity, it is going to be near the booth. Come prepared with extension cords.

Check-In and Parking:

*Exhibitors must check in before setting up. Check-in will be 7:30am to 9:30am on Saturday.

*Check-in for vendors will be at the Oktoberfest Booth located on the southeast corner of Main and Broadway St.

****Please keep in mind when checking in, that getting last year's booth space is not a guarantee, but a courtesy. Spaces are filled on a first come first serve basis according to when registrations were received. ****

***Parking is not allowed on Main Street after 9:30am. Vehicles must be removed from Main Street after unloading. No exceptions.**

For Further Information:

We welcome you to our festival and look forward to another successful year. If you have any questions or concerns, please feel free to contact us.

Email: sfoktoberfest@gmail.com

Stafford Oktoberfest 2023

Art & Craft Vendor Information (Pre-Packaged Food Only)

Contact Name: _____ KS Sales Tax No. _____
www.ksrevenue.org or 1-785-291-3614

Business Name: _____

Address: _____ Phone #: _____

City: _____ State: _____ Zip Code: _____

E-mail: _____

Description of Display/Products You are Selling, please list any direct sales companies:

Special Request: _____

SPACE DESIRED, PLEASE INDICATE NUMBER OF BOOTHS:

_____ Outside 6x10 \$10.00/space

_____ Electricity needed? YES or NO

_____ Do you have a Canopy? YES or NO

_____ Total Amount Sent (Make checks payable to Stafford Oktoberfest, Please Do Not Send Cash)

Send Fees and Registrations to:

Stafford Oktoberfest
PO Box 304
Stafford, KS 67578

I have read all the application information and agree to abide by the rules and regulations of the Oktoberfest. Failing to do so may result in my being asked to leave the show, without refund, and that I may not be eligible for future shows. I release Stafford Oktoberfest Committee and the City of Stafford from any losses, claims, liability or theft that arises as a result of my entry in the show. I understand there are no refunds due to inclement weather. Your signature indicates acceptance of all conditions of this prospectus. APPLICATION FORMS WITHOUT A SIGNATURE WILL NOT BE ACCEPTED.

Signature: _____ Date: _____