

Midwest Maifest

Sunday, May 21, 2023 2pm-6pm

New Town at St. Charles, Amphitheater 3504 Civic Circle Drive St. Charles, MO 63301

Merchant and Vendor Agreement / Checklist

Thank you for your interest in Midwest Maifest in New Town at St Charles. *This is a Rain or Shine event.*

Please submit this application via USPS or email, and **please** read the **Vendor Participation information** on our website.

Business Name _____ EIN / Sales Tax ID # _____
Contact _____ Mobile # _____
Address _____
City _____ State _____ Zip Code _____
Business Phone: _____ Email: _____
Social Media: @ _____
Description / Quantity of product(s) you will be selling or providing: _____

THE SAINT CHARLES FIRE PROTECTION DISTRICT REQUIRES **ALL BOOTHS TO HAVE A FIRE EXTINGUISHER**

- Merchants **selling** goods, products, food, or beverages of any kind are charged a \$55 fee, payable by check or online. Check-in and set-up begins at 10:30am and must be completed by 1pm (an alcohol vendor meeting will be conducted, on stage at 1:15p). Your business will have a link on the *MidwestMaifest.org* web site (please send digital logo) and your business will be promoted on our social media.

____ I understand I am to bring my own 10'x10' tent (**please advise if yours is larger, or a trailer**) and I should carry insurance. Sister Cities will provide a table & two chairs, City catering license (if applicable), City of St. Charles tent permit, and wrist bands / handstamp for up-to 2 people. I am aware the City of St. Charles has a Tourism Tax and New Town charges a TAD fee, both payable after the event directly to the appropriate entities. If food vendor, please check with the St. Charles Health Dept re: requirements.

- Vendors **donating / sampling (no sales)** products (beer, wine, spirits) *will not be charged a fee*. Check-in and set-up begins at 10:30am and must be completed by 1pm (an alcohol vendor meeting will be conducted on-stage at 1:15pm). Your business will have a link on the *MidwestMaifest.org* web site (please send digital logo) and your business will be promoted on our social media.

____ I understand I am to bring my own 10'x10' tent (**please advise if yours is larger, or a trailer**) and I should carry insurance. Sister Cities will provide a table & two chairs, City catering license (for alcohol vendors), City of St. Charles tent permit (for all participants), and wrist bands / handstamp for up-to 4 booth volunteers; discounts available for additional volunteers (please enquire). If food vendor, please check with the St. Charles Health Dept re: requirements.

- Organizations / businesses wishing to have an **Information Booth (prior approval only and No Politics, please!)** will be Charged a **\$150** donation (check payable to St. Charles Sister Cities). Your business will have a link on the *MidwestMaifest.org* web site (please send digital logo) and you will receive wrist bands / handstamp to enjoy the festival. Set-up begins at 10:30am and must be completed by 1:30pm.

____ I understand I must provide tent, table, chairs, and volunteers appropriate to my needs.

Release and acceptance of Rules – I / we the applicant(s), do expressly release the organizers of this event from any and all liability for any damage, injury, or loss to any person, business, or property which may arise from licensing and occupation of the space by the applicant(s), and agree to hold and save organizers harmless of any damage, injury or less by reason thereof.

Signature _____ Date _____