



Second Annual “Old West OctoberFest” Lexington, Missouri Saturday, October 5th Vendor Hours 9:00am - 6:00pm Festival Hours 9:00am - 11:00pm

Dear Festival Exhibitor,

The Lexington Area Chamber of Commerce is excited to announce the Second Annual Old West OctoberFest. The festival committee is preparing for this family-friendly, fun-filled event and wants to officially invite you to participate. The Chamber will be hosting two beer events during OctoberFest to celebrate our colorful past. Our beer garden will be selling beer to festival goers on Main Street while they shop the vendor booths and enjoy the event. Secondly, we will be hosting an indoor ticketed beer festival that will feature regional beer brewers. Event goers will have the opportunity to sample an offering of favorite and new beers. There will be live music and entertainment throughout the event. Event goers can ride a mechanical bull, build a Scarecrow, enjoy Pony Rides, experience our local shopping, witness re-enactments of bank robberies and ride our Trolley “Minnie Mae”. The Lexington Arts Council will host its annual fine art and photography show during the Fest. This weekend also marks the gathering of Wentworth Military Academy Alumni for homecoming. The Academy recently closed after 137 years in operation. Wentworth Alumni have been working diligently to preserve the history of the Academy. Several classes of Lexington Alumni will be celebrating with class reunions.

As always, booth rentals are on a first come first serve basis. Vendors should submit a signed application and payment by August 31st. Confirmation and location of your booth will be sent to you prior to the festival. The enclosed Vendor Registration Form describes the fee for each 10' x 20' OctoberFest booth space. There are also a limited number of indoor spaces available.

We have enclosed a copy of the registration form along with the Old West OctoberFest rules. Please review these documents in detail and be familiar with their contents. These forms can also be downloaded by following the link at our web site: www.historiclexington.com. We can't wait to see you at the 2019 Old West OctoberFest!

Sincerely,

Robyn Flannigan

Festival Chairman
Old West OctoberFest Committee

Penny Grosso

Executive Director
Lexington Area Chamber of Commerce
Old West OctoberFest Committee

2019 EXHIBITOR/VENDOR REGISTRATION FORM

Business Name: _____ Contact Person: _____

Business Phone Number: _____ Owner Phone Number: _____

Street: _____

City: _____ State: _____ ZIP: _____

E-mail: _____

Description of merchandise/services:

Lexington Chamber of Commerce Member (Business-related merchandise):	_____	No Charge
Lafayette County Non-Profit Organizations:	_____	\$ 25.00
Booth Rental (Food or merchandise vendor):	_____	\$ 50.00
Corporate Vendor (Siding, Windows, Water Treatment, Bathtubs etc.):	_____	\$125.00
Indoor Space (10'x12'):	_____	\$100.00
Electricity: 110 V 30 Amps	_____	\$ 20.00
Electricity: 220 V 30 Amps	_____	\$ 30.00
Food Vendor Deposit:	_____	\$ 50.00
TOTAL AMOUNT:		\$ _____

CONTRACT AGREEMENT

The exhibitor will assume responsibility for his/her own exhibit and agree to relieve the Lexington Area Chamber of Commerce, the Old West OctoberFest Committee, and the City of Lexington of liability for any damages beyond due care, including claims for loss, damage, or injury. The exhibitor is responsible for insurance on his/her merchandise and equipment at his/her own expense. This agreement includes public liability and/or comprehensive general liability. The exhibitor is solely responsible for the selling of his/her items and other conduct of business. The exhibitor is solely responsible for his/her person and property during said exhibit. The exhibitor is responsible for collecting and reporting any/all applicable sales tax. The application for entry constitutes an agreement on the part of the exhibitor that he/she accepts the above statements as detailed. The Old West OctoberFest Committee reserves the right to refuse/cancel any registration in violation of this contract agreement. The exhibitor understands and agrees there will be absolutely no refunds given by the Old West OctoberFest for inclement weather or any other reason. Post-dated checks will not be accepted. By signing this contract, the exhibitor states that they have read and agree with the terms listed on this form and the Exhibitor Rules and Regulations.

Signature of Exhibitor

Date

**Please return this registration form with payment made payable to:
Lexington Area Chamber of Commerce, 1016 Main Street, Lexington, MO 64067**

Email - Chamber@HistoricLexington.com

660-259-3082

2019 EXHIBITOR/VENDOR RULES & REGULATIONS

The Annual Old West OctoberFest, sponsored by the Lexington Area Chamber of Commerce, will be held Saturday, October 5th, 2019 with numerous events planned. General rules for exhibitors are as follows:

- Booth spaces are 10'X20' and located on Main Street in downtown Lexington. Set up begins at 6:00am, Saturday, October 5th and must be completed by 8:30am. Please do not park on Main Street except short term to unload. No vehicles will be allowed into vendor area after 8:30am. Vendors will be directed to his/her booth upon arrival at the festival by a committee member. All vehicles not involved in the booth must be moved off the street during the festival hours.
- Canopies and tables may be set up after 4:00 p.m. Friday evening or as soon as your space is clear of traffic or obstructions.
- **Old West OctoberFest hours are Saturday, October 5th, from 9:00 a.m. to 11:00 p.m. Vendor hours are 9:00am to 6:00pm but may stay later as we will have events and attractions in the evening hours.**
- Booth rentals are 20 feet wide and 10 feet deep. If your display takes up more than 20-feet, you will be charged for an extra booth space.
- Electricity is available on a limited basis for an additional cost. 110 v – 30-amp for \$20 per outlet and 220 v – 30-amp outlets for \$30 per outlet. No special arrangements will be made by the festival for any vendor. PLEASE PROVIDE YOUR OWN ADAPTORS and EXTENSION CORDS, IF NECESSARY. POWER BOARDS CAN NOT BE ALTERED TO ACCOMODATE DIFFERENT PLUG- INS.
- Exhibitors must furnish their own table, chair, tent, etc., and all items must stay within bounds of your space.
- Due to problems with clean up upon tear down, a \$50 deposit is required for all food vendors. Please write a separate check for that amount. At the completion of the festival, each booth space will be inspected by a Festival Committee Member. If the space is in the same state it was upon arrival, the deposit will be refunded. If the area is not clean, the check will be kept and used for cleanup costs. This will include any area behind the booth that the vendor used for working/cooking. Trash containers will be located throughout the festival area. Please collapse empty boxes before disposing of them. Clean up crews will be around to empty trash receptacles periodically.
- Booth rental fee (and any applicable electrical hook-up fees) must be paid at time of registration. No post-dated checks will be accepted. Applications received without payment will not be processed. Registration, signed contract and payment (also a \$50 deposit for food vendors) should be mailed to:

Lexington Area Chamber of Commerce, 1016 Main Street, Lexington, MO 64067

Email - Chamber@HistoricLexington.com

660-259-3082

The Chamber of Commerce will not be held responsible for lost or misdirected mail.

- The OctoberFest Committee reserves the right to exclude or limit certain types of exhibitors/vendors. At no time shall an exhibitor display (for sale or otherwise) materials which in the sole judgment of the festival committee, shall be deemed obscene, dangerous or unlawful. Expressly prohibited are items including, but not limited to the following: Drug paraphernalia or merchandise bearing pictures of drugs/illegal substances or foul language, dangerous sharp objects, throwing stars, guns, brass knuckles, disruptive and/or obnoxious toys such as stink bombs and “smoking” fake cigarettes. Any vendor displaying these items will be asked to remove them from their display or will create forfeiture of his rights and privileges of this contract.