



SAT. SEPT. 9, 2023
9A-3P  **BGchamber**
www.bgchamber.org

28th Annual Champ Clark Heritage Festival

VENDOR REGISTRATION

Registration Deadline and Payment Due Aug. 25th, 2023 (NOW OFFERING ONLINE REGISTRATION: www.bgchamber.org)

MUST BE PRE-REGISTERED AND PAID! NOTHING WILL BE ACCEPTED AFTER AUG. 25th!

Required Temporary Food Permit From County Health Department Available Day of Event

Set-up begins at 7 a.m. • Set-up closes at 8:45 a.m. • Festival begins at 9 a.m. • Pack-up begins at 3 p.m.

Festival Location: Downtown Business District, including the intersections of Court Street, Main Street, North Main Cross and Church Streets.

APPLICANT INFORMATION: (please print or type)

Name of Business/Organization: _____

Contact Person: _____ Phone#: _____

Full Address: _____

Email Address: _____

Are you a previous vendor to this festival? Yes No

REGISTRATION & FEES FOR VENDORS/EXHIBITORS: (prior placement is not guaranteed)

Please complete the following to determine your registration and fees. All fees must be paid by check or money order in advance paid to Bowling Green Chamber of Commerce, and mailed to P.O. Box 401, Bowling Green, MO 63334. Forms will not be accepted if they are not complete and with payment. Only ONE vendor per product/food item will be accepted. All spaces are 12' x 12'.

REGISTRATION CATEGORIES	FEE
Exhibitor (non-seller) or Vendor (seller) \$35 <i>Merchandise, Non-Profit Organizations, Civic Organizations, Businesses, Institutions, Individuals & Artists. We will not allow duplicate direct sale vendors.</i> Your product: _____	
Food and Beverage Vendor \$35 <i>Must comply with Pike County Health Department Rules and Regulations. No soda sales or duplicate menu items allowed. A copy of your liability insurance is also a requirement to be a food/beverage vendor.</i> Your product: _____	
Campaign Committee or Political Club \$30 Your Committee/Club: _____	
Additional Space Fee \$35 <i>This additional space will neighbor your originally assigned space.</i> Additional space product: _____	
Electricity Hook Up <i>Limited number of hook ups available. Food roasters will require a 12-gauge extension cord.</i>	YES NO
TOTAL:	

PLEASE READ AND SIGN: I agree to assume all responsibility for my exhibit and I will not hold the organizers of the Champ Clark Heritage Festival responsible for any personal injury or accident, nor loss or damage to person or property.

Signature: _____ Date: _____

Dear Heritage Festival Applicants

Thank you for your interest in our annual Heritage Festival event. Applications for the **28th Annual Champ Clark Heritage Festival** event are now available. The one-day festival will be held on **Saturday, September 9th, 2023 from 9am-3pm**, in picturesque downtown Bowling Green, Missouri.

We are proud to invite you to participate in this popular festival which attracts hundreds of attendees throughout the one-day event. As the host organization of this annual event, The Bowling Green Chamber of Commerce strives to make the Champ Clark Heritage Festival a positive experience for all our vendors as well as those attending the festival, and our policies are a reflection of those efforts. If you have any questions, you may reach Chamber of Commerce staff members by calling 324-3733 or by email at info@bgchamber.org

1 Select the vendor category that best relates to your merchandise: Exhibitor (Non-Seller): if you are simply looking to expand the reach of your business, or promote another event in the community, interact with existing and new customers, but are not looking to sell anything then this is the category for you. Vendor (Seller): If you are hoping to gain new customers by selling your products, then this is the category for you. Please note what you will be selling.

2 Submit the required Vendor Registration For Booth and Exhibition Space by **Aug. 25** with payment. To help with planning we are putting a registration deadline of **Aug. 25**. This will allow us to get spaces assigned and the information back to you sooner.

3 Await confirmation from the **28th Annual Champ Clark Heritage Festival Steering Committee**. Registration fees are refundable if vendors are not approved. If a vendor or exhibitor is approved, then the registration fee is not refundable.

Please keep in mind that early application is strongly encouraged as vendors who apply early are given priority for acceptance and space selection. Submission of your completed application and/or past participation does not ensure acceptance. Booth location assignments will be made at the discretion of the Champ Clark Heritage Festival Steering Committee.

Sincerely,

Sarrah Gignous

Executive Director
Bowling Green Chamber of Commerce

