



Dear Vendor,

Thank you for your consideration in being part of City of Moore's *A Celebration in the Heartland*. This year's event will be held on Tuesday, July 4th 2017.

A Celebration in the Heartland is an outdoor festival that attracts spectators from Moore and the surrounding communities. This 1-day event features a variety of art, crafts, music, entertainment and food and ends with a spectacular fireworks display at dark.

A family oriented event, *A Celebration in the Heartland* is held at Buck Thomas Park in Moore, Oklahoma. The park is an 128-acre centerpiece of the Moore park system with pavilions, athletic fields, a playground, and walking trail with mature trees and beautiful natural surroundings.

Vendor Booth Fees

A space of approximately 10x20ft will be designated for your set-up. Vendors can choose their space on a first come first serve basis, by bringing full payment and completed application to: **The Station Recreation Center, 700 S. Broadway Ave., Moore, Oklahoma 73160, Monday thru Friday 8am – 4pm**. The booth space fee is **\$50** for non-electric and **\$75** with electric. One plug-in is supplied per electric booth space. There may be two (2) or more of the same type booths, items or activities. Application Deadline: Friday, June 30th 2017. No refunds after Friday, June 30th 2017.

Operating Hours

A Celebration in the Heartland is July 4th, 2017. Operating hours are 10AM - 10PM Tuesday, July 4th. The City of Moore's fireworks show will begin shortly after dark, typically around 9:45PM.

Security and Weather

THIS IS AN OUTDOOR EVENT AND ALL EVENTS WILL OCCUR OUTSIDE WITH LITTLE SHADE FROM THE SUN AND NO PROTECTION FROM WIND OR RAIN. On site security is provided during festival hours and overnight. This is an outdoor event in a park and conditions will be hot. July's average temperature in Oklahoma is 94°. In the event of inclement weather, it is the vendor's responsibility to protect their equipment accordingly. **CANCELLATION DUE TO WEATHER IS AT THE SOLE DISCRETION OF THE CITY OF MOORE.**

- All vendors are required to pay 8.50% sales tax. Special Tax Requirement – Those vendors who DO NOT have a valid Oklahoma Sales Tax permit can request a vendor daily sales tax report. Those vendors who do have a valid Oklahoma Sales Tax permit will be required to submit the vendor daily sales tax report (provided in packet) and send the report and payment to the Oklahoma Tax Commission within 15 days. The sales tax for the City of Moore is 8.50%. Any questions please contact Darcel Defibaugh at the Oklahoma Tax Commission (405) 522-4324.
- Picnic shades, awnings or tents are welcome, but the City supplies the space only.
- There may be two (2) or more of the same type booths, items or activities.
- Vendors receive one individual plug per electric booth purchased.
- Staff will be available on Monday, July 3rd between 10:00AM – 2:00PM and starting at 7:30AM to 9:30AM on Tuesday, July 4th for vendor set-up. You must be set-up **by 10:00am on July 4th!**
- No security will be available on the 3rd.
- Absolutely no one is allowed to walk and sell items at or around the entire the venue.
No Dogs will be allowed in the park during the event!

Simply complete the attached Application for Vendors and return it, along with your payment to:
City of Moore Attn: Tanner McGuire, 700 S. Broadway Ave. ♦ Moore, OK 73160

MAKE CHECKS PAYABLE TO: CITY OF MOORE
A Celebration in the Heartland 2017

July 4th, 2017
APPLICATION FOR VENDORS

Return completed and signed application to:

City of Moore
Attention: Tanner McGuire
700 S. Broadway Ave.
Moore, OK 73160
tmcquire@cityofmoore.com

Fax: 405-793-5088

For additional information or questions, call Tanner @ 405-793-5090

Name _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone (s) _____ E-mail _____

Type of Product(s)/Activity _____

Oklahoma Sales Tax Permit # _____

Number of booths _____ Electricity required yes no Electricity Volts and Amps _____

(1) Booth equals 10 x 20 space Size of your trailer/ tent/ exhibit: _____

(2) Set-up times on Monday **between 10am – 2pm or starting at 7:30am on Tuesday the 4th.**

(3) Vehicles are allowed on the grass for loading and unloading only. All vendor vehicles must be off the booth space site by 10am. No vehicles will be allowed to park on the grass in vendor area. Main vendor entrance closes for entry at **10am (4th) sharp on the day of the event.**

My application implies my willingness to obey all of *A Celebration in the Heartland* rules and regulations if I am accepted. I will be present at the scheduled times for the festival. I take full responsibility for the safety of myself and my equipment. I will take whatever means necessary to secure my belongings to my satisfaction for the protection of my belongings. I will do my best to secure my items due to the possibility of inclement weather, theft, etc. I understand that acceptance is a commitment to attend. I agree to comply with all policies, rules and regulations regarding the festival.

Indemnification Agreement

A Celebration in the Heartland • July 4, 2017, Moore, Oklahoma

My signature below indicates that I, in consideration of being selected to participate as a vendor in A Celebration in the Heartland, agree to fully release, indemnify, and hold harmless the City of Moore, its officers, agents, independent contractors, employees and all persons, natural or corporate, in privity with them, for all claims, damages or other causes of action, including but not limited to, personal injury, death, property damage, lawsuits or judgments made by or against me, including court costs, expenses, and attorney's fees, and all other expenses associated directly or indirectly with the activities, events and programs of the festival.

I agree to indemnify the City of Moore against all liabilities, judgments, costs, damages and expenses that may be charged to or recovered from the City on account of damage to the property of the City or the property of, injury to, or death of any person, arising from vendor's use and occupancy of and operation at the stated location, including acts of its agents, contractors, and subcontractors, except when caused by the city's sole negligence; provided the City give the vendor prompt and timely notice of any claim made or suit instituted which, in any way, affects the vendor or its insurer shall have the right to compromise and defend the same to the extent of their own interests. Any final judgment rendered against the City for any cause for which the vendor is liable here shall be conclusive against the vendor as to liability and amount.

I have read the rules and regulations and agree to comply. If I am representing any entity other than myself, I certify by my signature below that I am duly authorized to execute this Agreement on behalf of the corporation, partnership or other entity that is the vendor.

This Agreement has been executed this _____ day of _____, 2017

Applicant's Name _____

Signature _____

Office use only

Date of Payment _____ ***Receipt Number*** _____ ***Booth Space Number*** _____