Papillion Days 2018
71st Annual

Papillion Days 2018 · June 14-17, 2018

VENDOR APPLICATION FORM

PO Box 461089 · Papillion · NE 68046
402.331.3917 - lschwartz@papillionfoundation.org

Name_____Organization/Business_____
Address_____ City_____ State_____Zip_____
Phone Number: Day_____Evening_____ Cell Phone _____
Email_____

All correspondence will be via email, when possible. Please print clearly.

Pricing Information: Booth locations are given on a first come, first serve basis. Pricing is per each 12x12 space, you MUST also include additional space for trailer hitches, etc. when determining how much space you need. If you need more space an additional 12x12 space will need to be purchased. Please indicate your vendor type and the number of 12x12 spaces needed.

Commercial: 12x12 _____ (# of spaces needed) x $350 per space + $_____ Cost for Vendor Space

Non Profit: 12x12 _____ (# of spaces needed) x $200 per space + $_____ Cost for Vendor Space

***All Non Profit vendors must attach a copy of their IRS 501 (C) (3) Letter to their application.**

Electricity: 20 amp outlet @ $50.00/each _____= $_____ (Number Requested / Total Cost)

220 amp outlet @ $100/each _____= $ _____ (Number Requested / Total Cost)

The purchase of an outlet entitles you to the use of only the amps purchased. We will be conducting inspections to ensure that vendors are only using the allotted amount of electricity that they have paid for and not over-utilizing outlets. We only offer standard 20 amp outlets and have a limited number of 220 amp outlets. 220 amp outlets will be given on a first come, first serve basis. If you need anything other than what we provide you must contact us in advance of the show. We assign specific outlets, if you are found to be in violation by using more than one outlet or pulling more power than you purchased you will be fined $100, and you maybe be asked to leave for non-compliance.

Please specify exactly what type of foods, crafts and information will be distributed at your booth, as well as any activities you will be engaging patrons in (even free activities). Attach additional information if needed, i.e. photos, menus, product information etc.

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- SPACE IS LIMITED. Applications are on a first come, first served basis and are subject to approval.
- All applications must include proof of insurance.
- Set-up is on Thursday, June 14th, 2018. Food vendors must set up between 8-10am; all others between 10-2pm.
- Spaces will not be sold on a one day basis. All booths must be staffed during the Papillion Days Celebration as follows; Thursday: 5-10 pm, Friday: 3-10pm, Saturday: 10am – 10pm, Sunday: Noon – 6pm.
- All applicants will be notified via email upon approval. Please provide email address above.
- **Payment in Full** must accompany this application to ensure your reservation.
- There may be vendors who have the same or similar products. All items must fit into your reserved space.
- Once your application has been received all reservations are Non-Refundable. Applications received after May 18, 2018 will be charged an additional $100.00
- This is an outdoor event. It is your responsibility to bring your own tent coverings, table, chairs, extension cords and lighting if desired. There is absolutely **No Parking** in the park.
- The applicant for Papillion Days in the Park shall indemnify and hold the Papillion Community Foundation and the City of Papillion harmless from and against any and all claims for personal injuries, death, damages, costs, and/or any part of the area thereof by the applicants, or his employees, volunteers, partners or associates.
- Complete, sign, and return this application form with a check payable to: Papillion Community Foundation, PO Box 461089, Papillion, NE 68046

Space(s) _____+ Electricity _____= Total Amount Due & Enclosed $_____

Signature of applicant_____ Title _____ Date_____

Internal Use: Date Received _____Check # _____ Amount Enclosed $ _____