



Mushroom Festival 43

May 2nd to May 4th, 2023 - Richmond, Mo. Square

Thursday, May 2nd – 6:00 pm-10:00 pm (Carnival Only)

Friday, May 3rd – 10:00 am – 8:00 pm - Saturday, May 4th – 9:00 am – 7:00 pm

FOOD VENDOR Booth Information

General Information & Rules:

PLEASE READ

1. MUST load in between **5:00 - 9:00 p.m.** on **Thursday, May 2nd.**
2. Our festival is growing and changing. Because of limited electrical and festival structure changing...**WE CAN NOT GUARANTEE YOU A SPECIFIC SPACE OR THE SAME SPACE AS PREVIOUS YEARS.** We will try our best to accommodate you.
3. Due to limited availability, food booth space is available on a **FIRST PAID BASIS**
4. Vendors MUST participate on both days. Applications will not be accepted for ONE day only.
5. Booth rental fees and electrical (if applicable) must be paid at the time of registration.
6. **PLEASE MAKE SURE YOU KNOW THE SIZE OF YOUR SET UP/TRAILER!** Food Booth space sizes are **15x30**. Booth spaces are measured with no space between booths. Please measure trailer from bumper to bumper, and include tongue, hitch & doors that swing open in your space. If you take up more than your paid space or spaces, you could risk your spot being moved or forfeited with no refunds.
7. Electrical hookups are limited and available on a first come first serve basis.
8. Vendors must supply their own adapters & extension cords for a 220 50- amp plug hookup. Extension cords must be at least 150 ft. in length. **WE CAN NOT GUARANTEE YOU A SPACE WITHIN 50-100 FT OF ELECTRICAL BOARD.** Any cords or adapters that are deemed unsafe or in despair by festival staff will NOT be allowed to connect to our electrical boards/outlets.
9. You are responsible for your own water. We do not have water hook ups available.
10. **NO GENERATORS ALLOWED**
11. All booths will be clearly marked with your provided space number. Festival committee members will be available to assist you to your location.
12. We cannot guarantee that you will be the only food vendor selling like or similar items. However, we do our best to keep them to a minimum and not place you in booths next to each other.
13. Please make sure to provide a list of what items you are selling on the vendor registration form. **ALL ITEMS BEING SOLD ARE SUBJECT TO THE APPROVAL OF THE MUSHROOM FESTIVAL COMMITTEE.**
14. Weapons, knives, mace, or any other self-protection items/devices that could harm or incapacitate are not permitted.
15. All vendors will be responsible for their own Missouri State sales tax and county sales tax.
16. Ray County Health Inspection: Mushroom Festival staff will send health inspector a list of all food vendors with location and phone no. All inspections will be on Thursday and Friday before festival opens.
17. Please provide your own trash bags. Trash dumpsters will be located throughout the festival. Large dumpsters will be available in designated locations. Please collapse boxes before putting in dumpsters to allow space.
18. NO PETS are allowed inside festival per a City of Richmond Ordinance.
19. All vendors must understand they should carry their own business/personal liability insurance.
20. ALL vendor vehicles must be moved off the square during festival hours. Vehicles will be towed if we can't identify who the vehicle belongs to.
21. **Vendors are not allowed to sale cotton candy due to a contract agreement with Evans Midland Empire Carnival giving them exclusive rights.**

VENDOR REGISTRATION IS DUE ON APRIL 15TH.

THERE WILL BE NO REFUNDS IF A VENDOR CANCELS or DUE TO INCLEMENT WEATHER!



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