



# October 4-5

Sponsored by  
Harrisonville Area Chamber of Commerce  
and the City of Harrisonville

106 S. Independence Harrisonville, MO 64701  
816.380.5271 Website: [www.harrisonvillechamber.com](http://www.harrisonvillechamber.com)

## ART & HANDCRAFT VENDOR REGISTRATION 2019

### WELCOME!

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*We are pleased that you plan to join us for the 10th Annual Log Cabin Festival!  
We are again looking forward to a great festival on the Historic Harrisonville Square.*

The following information will help us accommodate your needs. Please fill out the second page of this form completely. Please register early, space availability is based on a first come, first served basis. If you have questions, please call us at the Chamber at 816-380-5271 or email: [executivedirector@harrisonvillechamber.com](mailto:executivedirector@harrisonvillechamber.com)

**Send this form to:**

Harrisonville Chamber of Commerce, 106 S Independence Harrisonville, MO 64701

### CHECK-IN & SET UP

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The Arts & Handcraft area will be located around the Courthouse Square. Please check-in at the Information Booth; located at the southwest corner of the Square. Set-up may take place any time after 8 am. Friday, if your booth is on the Square. If you are on Wall St., anytime after noon, but no later than 3 pm. The street must be cleared 1 hour prior to the festival opening. **NO EARLY TEAR DOWN.** Tear down can begin at 8pm, Saturday but **vehicles will not be allowed on the square or Wall St. until directed by safety personnel.** Safety of all guest, is a primary concern. Vehicles are only allowed on the square to quickly load and unload during the set up and tear down process. All artists will be assigned a 10'x10' space around the square. Exhibitors must furnish their own 10'x10' pop up style tent with appropriate weights. Please be prepared in case of high winds. No stakes are allowed to be used for anchors. No Animals are to be kept in or around your booth area. Please do not Park on Pearl Street as this is the Parade Route.

### GUIDELINES

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Selection into the festival will be determined by viewing photos of your original work.

The Log Cabin Festival encourages diversity of arts and fine handmade crafts. To be eligible to participate, an artist must display their original work. We do not accept buy/sell items in the Arts and Hand Crafts portion of this event. No commercial production work will be accepted and no kits are allowed.

These items may qualify, for the Business Expo portion of our event. If these items are found in your booth, you will be asked to remove them or provide documentation of originality or you will not be accepted into future shows. We rely on our vendors to help with these guidelines.

We encourage promotion from you for the event to help ensure success for everyone.

### HOURS & EVENT INFORMATION

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Hours of vendor operation will be:

- |                           |                |                                 |
|---------------------------|----------------|---------------------------------|
| • Friday, 5:00pm- 8:00pm  | 8:00pm-11:00pm | Music in the Reunion Garden     |
| • Saturday, 9:00am-8:00pm | 8:00pm-11:00pm | Live Band in the Reunion Garden |

Other activities included: Carnival, Business Expo, Food Vendors, Art & Craft Vendors, Children's Activities, Farmer's Market & Petting Zoo. A variety of Entertainment will be ongoing Saturday on the north side of the Square all day and a Bands in the Reunion Garden on Saturday. There will also be a Parade Saturday at 11:00am.

# Arts & Handcraft Vendor Contract

**PLEASE RETURN COMPLETED CONTRACT BY: SEPTEMBER 13, 2019**

Mail to: Harrisonville Chamber of Commerce  
106 S. Independence Harrisonville, MO 64701  
Email: [executivedirector@harrisonvillechamber.com](mailto:executivedirector@harrisonvillechamber.com)

## CONTACT INFORMATION

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Organization/Booth Name *(please print)*: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: Day \_\_\_\_\_ Evening: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web site: \_\_\_\_\_

## REGISTRATION

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**Booth Size & Fee: 10' x 10' - \$75.00**

**Electricity Fee - \$25.00**

**There is only a limited amount of electrical booths available located on the outside parameter.**

Check here if you need electricity – You are limited to 20 amps

\*If you require electricity you will be responsible for your own 50' Construction grade extension cord

Please describe the handmade items you will be offering: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## PAYMENT

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Please include a check or money order payable to: Harrisonville Chamber of Commerce

You may also pay online at: [www.harrisonvillechamber.com](http://www.harrisonvillechamber.com)

Contact the Chamber office if you have any questions at 816.380.5271 or to pay over the phone.

**Booth space fee is non-refundable**

## ARTS & HANDCRAFT VENDOR AGREEMENT

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I, \_\_\_\_\_, state that the above information is correct to the best of my knowledge. I agree to pay the designated rental fee at the time of application. I will abide by the set-up and clean-up restrictions. I agree that I am solely responsible for any items left unattended for the duration of the Festival. I agree to bear all risk and expense for any loss, theft or damage to my booth and its contents and to bear the risk of injury to myself and those working with me. I agree that each item on display will be my unique and original work. I agree I will only sell item types that have been juried into the event and I will abide by all Festival regulations. I agree to abide by all applicable local, state and federal laws regarding sale of my goods. I agree photos taken of myself or my materials can be used by the festival for promotional purposes.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_