



Freedom Fest 2022

Monday, July 4th 2022, 9 a.m. - 9 p.m.

Greenwood Town Square, Greenwood, Arkansas

Sponsored by: Greenwood Parks & Recreation and A & P Commission

2022 Vendor Booth Agreement Rules & Regulations

Please read carefully as some rules & regulations have changed.

ALL STATE Guidelines Shall Be Followed

during our festival!

***Remember the Greenwood Freedom Fest DOES NOT charge a booth rental fee!**

VENDORS SHALL FOLLOW ALL RULES SET FORTH IN THIS CONTRACT!

VIOLATION OF FREEDOM FEST RULES & REGULATIONS AT ANYTIME DURING THE FESTIVAL, WILL RESULT IN TERMINATION OF VENDORSHIP AND WILL BE ESCORTED FROM OUR PREMISES.

~ PLEASE READ CAREFULLY ~

The purpose of this agreement is to set forth the terms and conditions whereby the vendor is authorized by the Freedom Fest Committee to operate a business, for the purpose of promoting and/or selling represented products under the following terms and conditions:

Terms and Conditions:

1. **Hours-** Vendor booths will be open for business: **Monday, July 4th - 9 a.m. – 7 p.m.**
2. **Represented Products** – These types of product (s) must be approved by the Event/Parks Director, before being sold at your booth during the festival. No changes may be made without prior consent of Event/Parks Director.
3. **Termination Rights-** **The Freedom Fest Committee reserves the right to terminate the operation of ANY vendor at any time during the festival for any of the following reasons:**
 1. **Vendor professional manner is not maintained by the vendor and its employees.**
 2. **Vendor behaves in a manner that could be construed as offensive.**
 3. **Vendor commits any act detrimental to the purpose of the event.**
 4. **Vendor violates any provision of the Arkansas Department of Health.**
 5. **Vendor fails to cooperate with event management staff.**
 6. **Vendor breaches any of the agreements listed herein.**
 7. **Vendor refuses to operate in assigned location.**

ALWAYS BE RESPECTFUL!

4. **Premises** - Vendor shall ensure that premises will be left in original condition as upon arrival (this includes removal of all personal property and debris from the area).

5. **Set-up and Departure** - Vendor shall set up their booth in accordance with the rules set by the Event/Parks Director. Set up will begin on Monday July 4th between 6-9 a.m. Arrangements can be made for earlier set-up on Sunday July 3rd no earlier than 5 p.m. Vendors will be allotted 10'x10' space, unless approved in advance by the Event/Parks Director on a case-by-case basis.

Due to event layout and space requirements, vendor's vehicles WILL NOT be allowed to park alongside vendor's booth.

Vendors are responsible for transporting their merchandise to and from their parking spaces.

Freedom Fest personnel is not responsible for setting up a Vendor's Booth or transporting goods!

Break-down of booths SHALL NOT begin before 6 p.m. on July 4th

6. **Designated Areas/Utility Requirements** - Vendor must identify **ESSENTIAL** utility services (i.e. electricity) at the time of registration. The Freedom Fest Committee will make an attempt to provide, **but is under no obligation to furnish such utilities.**

- a. Vendor booth location will be determined by the Event/Parks Director.
- b. **Vendor is responsible for its own 100' extension cord (One cord per booth please)**
(*Freedom Fest does not supply extension cords.*)
- c. Vendor - agrees to operate all electrical equipment in a safe manner.
- d. Vendor – agrees to use only assigned receptacles.

7. **Taxes** - Vendor **SHALL BE** responsible for the collection and payment of any tax upon the gross receipts as required by Arkansas Law. Vendor is responsible for collection and payment of all applicable taxes. Tax Forms will be provided at check-in.

***All Taxes collected by Vendors MUST be turned in by the end of Festival Day!**

NO CASH – CHECKS ONLY – No Exceptions!

(*VENDORS - TAXES ARE YOUR RESPONSIBILITY!!)

8. **Terms**- Registration deadline is **June 30, 2022.** Upon signing this contract, vendor agrees to abide by the Terms and Conditions set forth herein.

9. Vendor - **MUST** check in at the “**Freedom Fest Sign-in Tent**” to receive an information packet **BEFORE** setting up.

10. Vendor - **shall not** transfer or sublet the space or any part thereof or permit the same to be used by any other person without the consent of the Event/Parks Director.

12. Event staff shall have the right to terminate the contract granted hereunder at any time without liability.

BOOTH RULES: Booth assignments are made by Freedom Fest Event Director based on operational and space requirements of the event. Therefore, Freedom Fest reserves the right to refuse any application. Vendor must check in and have materials or products placed in the assigned booth by the designated set up time. Failure to set up during designated times or changing booth locations will be cause for removal of vendor.

The first 50 vendors that submit a signed contract will be provided with a table, 2 chairs and a 10 x 10 tent.

These Tents, Tables and Chairs are Only to be used during the Festival & are NOT to be removed from the festival area for any reason!

***A Fee will be charged to the corresponding vendor for replacement of any missing tables, chairs or tents.**

***FOOD Vendors:**

(As of Jan. 1, 2020) - Due to the limited space available, food vendors are allowed by invitation ONLY!

Food Vendors must provide their own “Quiet” generator, as electricity is limited.

All above Freedom Fest rules and regulations apply.

Greenwood Freedom Fest is a rain or shine event!

FREEDOM FEST 2022 APPLICATION

FREEDON FEST DOES NOT CHARGE A BOOTH RENTAL FEE!

DO NOT remove tables, chairs or tents from the Festival Area; that are provided by the Parks Department;
A fee will be charged to the corresponding vendor to replace any tents, tables or chairs that are missing.

Vendor / Business Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Vehicle LIC# _____ Phone: _____

Email: _____

Description of Products Sold:

Booth Size Need: 10x10 _____ Additional space: _____ (*must be approved*)

Electric Required: Yes / No **(Water is available ON SITE, but not for hook-up.)**

***Food Vendors (by invitation Only):** trailer size _____

(Limited Electricity Available) Please have a quiet generator available at all times.

Tammy Briley
Parks Director
Freedom Fest Director
tamelabriley@gwark.com
479-322-8531

Danielle Smith
Executive Assistant Mayors Office
dsmith@gwark.com
479-996-2742

30 Bell Rd., P.O. Box 1450
Greenwood, AR 72936
479-996-2742
479-996-2743 (fax)
www.greenwoodar.org

I hereby agree to guidelines outlined above and forever discharge, release and hold harmless the festival coordinators and their agents from any and all manner of action, suits, damages or claims whatsoever in arising from any loss or damage to person or property while participating in this event and hereby to the enforcement of all rules and regulations of the event.

Entered into this _____ day of _____, 2022

Vendor Signature

Freedom Fest Event/Parks Director