



## VENDOR APPLICATION

PLEASE NOTE: Submitting an application does NOT guarantee participation in the event. All applications will be reviewed, and applicants will be contacted once approval process is complete.

\*denotes a required field

\*Company name: \_\_\_\_\_

\*Contact name: \_\_\_\_\_

\*Mailing address: \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

\*Phone: \_\_\_\_\_ Alternate phone: \_\_\_\_\_

\*Email: \_\_\_\_\_ Alternate email: \_\_\_\_\_

Company website: \_\_\_\_\_

\*How many vendor locations are you requesting? \_\_\_\_\_

**NOTE: Each space is \$500 and includes a location for BOTH Saturday, August 21 AND Sunday, August 22 at either English Park and/or Veterans Blvd.**

\*List all food or merchandise that you would like to sell, along with corresponding prices.

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\*Do you require electricity? If so, please list voltage, amperage, and plug type or NEMA configuration, as well as appliances that will be used (vendor locations with access to power are limited and will be assigned on a first come, first serve basis). **NOTE: Direct water access is not available.**

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\*Please list the dimensions of your booth or food truck.

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Please attach the following files:

Photo of vendor set-up

Copy of health department permit (required for food & beverage vendors)

Any additional documents (additional photos, menu, etc.)

**Deadline to apply is June 30, 2021.** Applications submitted after this date will not be considered. There are a limited number of vendor spaces available for the event on Veterans Blvd. in downtown Owensboro and at English Park. Submission of an application does not guarantee participation. Vendors will be contacted via email regarding the status of their application once application has been reviewed. The City of Owensboro reserves the right to accept or deny any vendor application. The City of Owensboro reserves the right to place vendors wherever deemed appropriate. Vendors are responsible for providing everything required for their set-up. Vendors are required to leave their space clean at the end of the event and in the same condition in which they received it. At the time of application, all food & beverage vendors are required to submit a copy of their Health Department permit prior to approval to participate. Upon approval, vendors will be required to submit payment, copy of general liability insurance with a limit of not less than \$1,000,000 per occurrence, and insurance certificate **naming the City of Owensboro as additional insured**. Failure to submit required documentation and/or payment will result in removal from the event.

I have read and agree to the above statement.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

Please submit application to **Erica.Pedley@owensboro.org** or mail to:

**City of Owensboro**

**Attn: Public Events**

**PO Box 10003**

**Owensboro, KY 42302**