

Downtown Days...Streets Alive!

A Downtown Lee's Summit Main Street, Inc. event

Call for Commercial Vendors

Show Dates: **June 4, 5, 6, 2010**

Application must be postmarked by **April 1, 2010**

Notifications will be mailed on or about **April 30, 2010**

Application

Hold Harmless Agreement

This year marks the 20th anniversary of the annual festival put on by Downtown Lee's Summit Main Street, Inc. (DLSMS). Now called Downtown Days...Streets Alive!, this is the replacement event for Old Tyme Days, traditionally held in Downtown Lee's Summit. This is the major fundraiser for DLSMS and provides the organization with the funds to continue its revitalization efforts throughout the year. With two stages of live entertainment, a car show, arts and crafts, delicious food, flights by the Go Fast Jet Pack Man, a carnival and much more, we expect to draw in a large crowd. Last year the estimated attendance was 80,000 - 100,000.

Downtown Days is a juried festival. Our goal is to present a well-rounded show, but there is no predetermined number or percentage of spaces established for any category. We reserve the right to determine which commercial vendors are appropriate for this event and make all final judgments.

Promotion:

The festival is promoted through radio, television, newspapers, social media, direct mail, banners, posters and other opportunities. Anticipated attendance: 80,000 plus.

Entry Information:

- With your application include 2 checks: one for the booth fee, electricity if required, and corner booth premium if desired, and one for the \$15 non-refundable application fee. Those applicants who are not selected by the jury for participation in the festival will be refunded the booth fee(s).
- Submit six photos/jpegs for consideration by the jury. Five photos are to be representative of current products that you will display. The sixth photo must show the display booth you use during the festival.
 - Photos: Must be labeled with your name. DLSMS is not responsible for damaged photos.
 - Jpegs: Name each jpeg as follows: your last name, number 1-6, dot jpg (example: ward1.jpg, ward2.jpg, etc.). The first five jpegs should be of your current work and the sixth, of your booth display. The size of each jpeg must be below 200KB (approximately 3.5 x 5 at 72 dpi). Submit jpegs on a CD. Jpegs submitted by accepted vendors may be displayed on the Downtown Days web site, www.LeesSummitDowntownDays.com
- Downtown Days will establish a waiting list. Vendors on the waiting list may be called if space becomes available because of cancellations.
- Notification of acceptance will be made on or about April 30th. Please do not make phone inquires.

Festival Specifics:

- The festival area will be patrolled by the Lee's Summit police department. Although care will be taken to avoid hazards to products, Downtown Days is not responsible for any loss or damage to booths, displays or exhibited works.
- We are making plans for parking. Additional information will accompany the acceptance letter.
- 10x10 (\$375) or 10x20 (\$600) exhibitor space is available. The non-profit rate is \$250 for a 10x10 space. Each commercial vendor will only be allowed a maximum of 10x40 feet, if available. Electricity is available and must be requested at the time of application. No other requests will be honored. Vendors must provide their own chairs, tables, display screens, etc. and all must be contained within the assigned space.

Vendors may bring their own canopy or rent one for the price of \$155. This must be requested at the time of application. All booth spaces must be covered by a canopy.

- No gifts of live animals, such as goldfish, are allowed.
- No commissions will be charged for sales.
- Downtown Days is an outdoor festival and is held regardless of weather conditions.

Hospitality:

- There will be a host available upon request.
- ATM services are available in the festival area.
- Vendor will be provided with a locator map for his/her booth.
- All vendors are encouraged to participate in the City of Lee's Summit's recycling efforts and use recyclable cups. Please note that per the City's requirements, styrofoam and glass containers will be prohibited beginning June 2012. For more information, visit www.cityofls.net.

Calendar of Important Dates:

Thursday, April 1, 2010 - ENTRY DEADLINE

Friday, April 30, 2010 - Notification of entries accepted for the festival (on or about)

Thursday, June 3, 2010 - 5pm to 8pm - Vendor check-in (See confirmation packet for your specific time)

Friday, June 4, 2010 - 8am to 10am- Vendor check-in (See confirmation packet for your specific time)

Friday, June 4, 2010 - noon to 10pm - Festival open

Saturday, June 5, 2010 - 10am to 10pm - Festival open

Sunday, June 6, 2010 - noon to 5pm - Festival open

Checklist:

- Application completed and signed
- Hold harmless release agreement signed
- Check for booth fee (electricity and/or corner premium if applicable). Those applicants who are not selected by the jury for participation in the show will be refunded booth fee(s).
- Check for non-refundable application fee - \$15
- 5 photos or jpegs of your current work
- One photo or jpeg of your display booth

Incomplete applications will not be accepted. For more information, call (816) 246-6598.

Mail to:

Downtown Days.... Streets Alive!

DLSMS

P.O. Box 1688

Lee's Summit, MO 64063

www.LeesSummitDowntownDays.com



HOLD HARMLESS AGREEMENT

Vendor hold harmless

Now this _____ day of _____, 2010, as partial consideration for participating in the 2010 **Downtown Days**®, I _____, hereby agree to indemnify and hold Downtown Lee's Summit Main Street, Inc., a Missouri non-profit corporation, and its agents, servants, employees, successors, and assigns, harmless from and against any and all liability, claims, damages, losses, fines and/or expenses, including, but not limited to attorney's fees, resulting from or arising out of or related to personal injuries, loss of, or damage to, property or involving any impairment of, or damage to, any right because of, or in any way related to, my participation as a _____ in the 2010 **Downtown Days**® whether or not such liability, claim, damage, loss, fine, or expense is caused in part by the negligence of the Downtown Lee's Summit Main Street. I acknowledge that I have freely and voluntarily entered into this agreement and that I have read and understand this agreement in its entirety.

___ Yes, I will stay within the confines of my assigned booth at all times. Any sales and/or solicitations will remain inside my booth.

___ Yes, I will abide by the no alcohol rule. I understand that if my booth is located in the NO alcohol zone, under no circumstances am I allowed to bring alcohol into my booth.

___ Yes, I will abide by the pet rule and keep my pet on a leash at all times. Since only vendors are allowed to bring pets, I understand that a committee member may ask me to show my vendor ID card.

Print Name of Participant

Participant Signature

If under age 18, Print Name and Address of Parent/Guardian-Signature of Parent/Guardian if under age 18

Name

Street Address

City

State Zip