



NON FOOD VENDOR APPLICATION

DATES: (please check the one(s) you are applying for)

- May 21 June 25 July 30
 August 27 September 24 October 31 (Saturday)

EVENT HOURS: 6:00pm – 9:00pm **SET UP HOURS:** 4:30pm – 5:30pm **COST:** \$35/event or \$210/season

BUSINESS NAME: _____ **EMAIL:** _____

PRIMARY CONTACT: _____ **WEBSITE:** _____

ADDRESS: _____ **CITY/STATE/ZIP:** _____

BUSINESS PHONE: _____ **CELL PHONE:** _____

OK SALES TAX LICENSE #: _____ **RESALE #:** _____

ELECTRIC REQUESTED: Yes No

BUSINESS SOCIAL MEDIA: Facebook Twitter Instagram Other _____

ITEMS YOU WILL SELL/GIVE AWAY: _____

(INTERNAL USE ONLY) Payment OK Sales Tax License # Resale #



Claremore Main Street, Inc.
419 W. Will Rogers Blvd
Claremore, OK 74017
mainstreet@claremore.org
downtownclaremore.org

EVENT FEE & ADDITIONAL MATERIALS:

Vendors should submit payment in full (cash, check and credit card acceptable; checks shall be made out to the Claremore Main Street). For credit card payments, visit <https://squareup.com/store/FoodTruckThursday/>. If applicable, a certificate of liability insurance naming Claremore Main Street, 419 W. Will Rogers Blvd., as an additional insured is requested.

DEADLINE:

Applications are reviewed on a first-come, first-serve basis. Vendors should submit applications and payment by the 15th of the month of the requested event. Applications will be reviewed by the Food Truck Thursday committee to determine eligibility. Space is limited. Payment required to reserve a space. **Failure to pay by the 15th can result in the spot being given to another vendor.** Refunds are not given for cancellations by the vendor after this date.

APPLICATION SHOULD BE SUBMITTED TO:

Claremore Main Street
419 W. Will Rogers Blvd. Claremore OK 74017
mainstreet@claremore.org - 918-341-5881

EVENT INFORMATION AND RULES: (Initial each line)

___ Vendors should plan to set up at 4:30 p.m. on the day of the event. Cars must be removed from the streets by 5:30 p.m. and vendors should ready to sell by 6 p.m. **Leaving prior to 9 p.m. is not permitted, even if sold out, unless otherwise told to by a Food Truck Thursday representative, and can result in forfeiting future participation.** The streets must be cleared by 10 p.m.

___ Vendors are given a 10x10 space. All booth materials must remain within the allotted space. Additional space is available for an increased fee. (Ex: 10x20 space is \$70.)

___ Vendors are only allowed to hand out information or approach guests from their assigned space. Soliciting in the crowd will not be tolerated.

___ All vendors are responsible for compliance with local, state and federal laws.

___ Vendors are responsible for filing and paying all required sales tax.

___ Vendors will provide your own signage, extension cords, tents, tables, tablecloths, chairs and anything else necessary to run your booth. Music is not allowed by vendors. All entertainment will be provided by the event. Every effort is made to provide electricity, but it cannot be guaranteed.

___ Vendors will be assigned specific locations and will be notified of their spot prior to the event. Decisions by the Food Truck Committee and its representatives are final.

___ In the event of cancellation due to weather, we will notify vendors via email prior to 2 p.m. on the day of the event. Cancellations due to weather by the Food Truck Thursday Committee can result in a refund of the \$35 fee.

___ In the event of inclement weather during the event, vendors are responsible for securing and protecting their merchandise. The Food Truck Thursday committee is not responsible for any damage or loss and will not issue refunds after the event begins.

___ Disposal of food grease, wastewater, food or any other waste is not permitted in the streets or alleyways. Vendors should dispose of any trash in the trash cans provided.

___ Any vendors found violating any of the above rules and regulations may forfeit their participation in future Food Truck Thursday events.

The undersigned hereby waives all claims against and agrees not to sue Claremore Main Street or any of its representatives, or the City of Claremore or any of its representatives for damages resulting from injury to any person or thing resulting from or arising out of the use of the city's facilities on the above described occasion(s). I further agree to indemnify and hold Claremore Main Street, the City of Claremore, its officers, agents and employees harmless from any loss, damages, or expenses incurred by the City as a result of any suit arising out of the activities conducted or sponsored by the listed above.

I, the undersigned have read and understand the above and I agree to follow any and all policies, conditions, and rules, and to pay all fees required in regard to the activity listed above.

Signature _____ Date _____