



**May 13, 2023**

This vendor contract is between \_\_\_\_\_ (Vendor) and Mud Creek Antique Mall (MCAM) and Abilene Downtown Antique Mall (ADAM). Each occurrence of Mud Creek Antique Mall and Abilene Downtown Antique Mall Antique Fest is referred to as the “Antique Fest”.

This contract represents Mud Creek Antique Mall, Abilene Downtown Antique Mall, and the Antique Fest in downtown Abilene, KS. If you are receiving this agreement, you have been accepted as a vendor. Returning this agreement with payment is the only way to guarantee your space at the market.

### **Grant of Space**

- Return this contract as soon as possible to ensure booth space.
- Upon acceptance of the vendor application, signed contract, and receipt of payment, MCAM and ADAM will grant Vendor the right to use a designated booth space in the Antique Fest.
- The Antique Fest will take place in downtown Abilene, Kansas, on Kirby Street, NE 100 block of 4<sup>th</sup> Street, and possibly NW 100-300 blocks of 4<sup>th</sup> Street, and N 100 block of Spruce Street on Saturday, May 13, 2023, 9:00 a.m. – 4:00 p.m.
- Site plans, specific vendor space assignments and load-in instructions will be forwarded by the Antique Fest via email by May 6, 2023, providing there are no last-minute changes.
- The booth space is provided ‘as is’. The vendor must provide any tables, chairs, and tent/canopies, as necessary.
- Spaces are provided on a first come, first serve basis. Please let the Antique Fest know if you have any requests. The Antique Fest will do its best to provide you with the location you are requesting if available.
- Vendor is responsible for operating the booth space in a safe way. For example, the vendor must weigh down or otherwise secure tents and other gear for all weather conditions.
- The vendor’s use of booth space is non-transferable. The vendor may not allow anyone else to use the booth space without the expressed permission of the Antique Fest.

### **Space Decorating**

- Tents/canopies are recommended but not required. The Antique Fest requires that tents/canopies must be properly weighted down. Tents and canopies

CANNOT be held down by stakes. No stakes can be driven into the surface of the street.

- Decorating of the booth space must be tasteful and adhere to the theme/image of the Antique Fest.

### **Vendor Items**

- Items and like items that were approved may be displayed and sold in the booth space.
- Vendors may bring food and drinks in for themselves but not for resale.
- Vendor must keep its merchandise in allotted boundaries of the booth space.
- The Antique Fest may inspect Vendor Merchandise at any time to determine that it is consistent with the merchandise represented in the application.
- Vendor is prohibited from selling counterfeit items, unlicensed merchandise, guns, ammunition, alcohol, drug paraphernalia, items prohibited by Kansas or Federal law or any merchandise that the Antique Fest at its sole discretion considers racist, discriminatory, or offensive.

### **Insurance**

- The Antique Fest is not responsible for damage, loss, theft, or injury at any time during the event.
- Vendors assume all risk and liability associated with an outdoor event including theft and climate/weather of any kind.

### **Payment**

Payment may be in the form of a check.

- Full payment is due with your signed contract. The full payment will secure your booth space. All payments are non-refundable. THERE ARE ABSOLUTELY NO REFUNDS AFTER PAYMENT IS RECEIVED. NO EXCEPTIONS.
- Each outdoor 10' x 10' antique vendor space costs \$35

### **Advertising:**

- Any vendors wishing to advertise on their own must do so at their own expense.
- The Antique Fest will advertise the event through social media, newspaper, flyers, online event listings, website, posters, and more.

### **General Terms:**

- The Antique Fest offers no guarantees or warranties of any kind.
- This event will be held in rain, snow, or shine. No refunds will be offered for no-shows, cancellations, emergencies, or any reason.
- There will be no refunds whatsoever if any unforeseen acts of God, weather, terrorism, or war result in the cancellation of the Antique Fest.
- **Vendors must arrive between 6 a.m. and 8 a.m. on May 13, 2023, for load-in and be set up and ready for operation by 9 a.m. (the official opening time of**

**the Antique Festival). All vehicles must be removed from the market area no later than 8:00 a.m. No vehicles will be allowed in the market area after 8 a.m. To facilitate other vendors unloading, unload your vehicle quickly and remove it from the area.**

- Vendors must remove all products and equipment at the end of the Antique Fest. Vendors must remove their own trash from the booth space and properly dispose of recyclable and compostable materials in containers provided by the Antique Fest. Vendors must leave their space waste-free and in the same condition as when provided. Our staff will not be directing traffic and it does get chaotic. We do ask that everyone use manners and be polite as we are ALL tired and fussy after a long day of hard work.
- **Vendor must vacate the Antique Fest grounds no later than 7 p.m., Saturday, May 13, 2023. Vendor may not vacate the Antique Fest prior to the official closing time of 4 pm without the express permission of the Antique Fest.**
- **Please make a copy of this contract for your records. Signed contracts will remain at the Antique Fest office.**

Causes for Denial or Revocation of Selling Privileges & Disciplinary Action and Results thereof:

- Any vendor who is not as described or as represented seeks to vacate or refuses to make payment of the proper rental and booth space fees or ignores the festival operational guidelines will be denied selling privileges and required to leave.
- Use of racial or ethnic slurs, profanities, derogatory language, and other inappropriate behavior will not be tolerated at the Antique Festival premises and will be cause for denial of selling privileges and required to leave.
- The Antique Fest may impose additional rules and regulations, as deems necessary. The Antique Fest will notify vendor of these additional rules.
- The Antique Fest may revoke this contract, cancelling the Vendor's right to occupancy, if The Antique Fest believes, at its sole and complete discretion, that Vendor has violated any of the terms of this contract.
- If the Antique Fest revokes Vendor's selling privileges, or otherwise cancels this contract under the terms listed above, Vendor will immediately vacate under the terms of this contract listed above.

## **Laws and Permits**

- Vendor must comply with all relevant local, state, and federal laws.
- Vendor is responsible for obtaining and paying for all business licenses, permits and taxes that are required for its operation, including state sales tax.
- **All vendor sales are limited to the space designated** by the event manager for each vendor. Vendors will not be permitted to sell merchandise or services outside of their booth space. **Vendors must keep their merchandise within the booth space marked/allotted for their use.**

**The Antique Fest organized by the Mud Creek Antique Mall and Abilene  
Downtown Antique Mall, Abilene, KS, May 13, 2023 -**

**Please return this last page of agreement. (Keep a copy for your records.)**

**I HAVE READ, UNDERSTAND AND WILL COMPLY WITH ALL RULES AND  
REGULATIONS AS OUTLINED IN THIS APPLICATION.**

Applicant's Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CONTACT INFORMATION:**

Name of Business: \_\_\_\_\_ Name of Contact: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Facebook Page: \_\_\_\_\_ Website: \_\_\_\_\_

**Payment and information: Please contact Antique Festival if more space is  
needed.**

- \_\_\_\_\_ \$35 Outdoor 10' x 10' Space
- \_\_\_\_\_ \$70 Outdoor 10' x 20' Space
- \_\_\_\_\_ \$105 Outdoor 10' x 30' Space
- \_\_\_\_\_ \$140 Outdoor 10' x 40' Space

**Total Fees Due: \$ \_\_\_\_\_**

\_\_\_\_\_ **Check Enclosed. Check # \_\_\_\_\_**

**Make checks payable to: Abilene Antique Fest  
Mail this page and check to: Abilene Antique Fest, 313 N Buckeye Ave.,  
Abilene, Kansas 67410**

Antique Fest email address: [abileneantiquefest1@gmail.com](mailto:abileneantiquefest1@gmail.com)