



2019 Owasso Harvest Festival Booth Vendor Application

Application does not guarantee acceptance into the event. The Harvest Festival reserves the right to limit the number of applicants for any one type of items and reserves the right to change or substitute spaces. Acceptance of your application does not constitute exclusivity.

When: Saturday, **October 12th**. Vendors need to be open for business 11am-4pm, no exceptions. Booth setup can be anytime between 7am-10am, but all vehicles **MUST** be off the park site by 10am.

Where: Rayola Park – 8300 N. Owasso Expressway, Owasso OK

Booth Space: 10' x 10' assigned space; booths must conform to these size restrictions on all sides and not infringe on walkways or neighboring booths. If you need more space, rent two booths. Vendor must furnish their own table, chairs, and tent. There will be **NO** water or electricity.

Vendors are responsible for keeping their area clean and cleaning of their space after the event. Exhibitors and food vendors must dispose of trash in poly carts. Vendors are responsible for any damages.

Vendors will be contacted the week prior to the event with booth assignment and a location map.

Cost: \$40 flat fee. See below for information on where to mail the check and application. Entry deadline is 10:00 am on Friday, October 4, 2019.

Confirmations will be emailed. Space assignments and map will be included in confirmation packet.

IMPORTANT INFORMATION:

- **If you are planning on selling any kind of food/drink items, you must comply with all Health Department regulations. Vendors selling food/drink items must submit a copy of their health department license, no exceptions.**
- **Alcohol sale/sampling must be in accordance with title 37A Oklahoma Alcoholic Beverage Control Act and Part 3 of the City of Owasso Code of Ordinances. For information please contact the City Clerk's office at 918-376-1502.**
- **All vendors must submit a copy of their sales tax permit with the application.**

Booth Vendor Application

Deadline 10:00 AM Friday, October 4th, 2019

Name of Applicant _____

Name of Business/Organization _____

Tax ID# _____

Contact Person _____

Address _____ City _____ State _____

Phone _____ Email _____

Description of booth items, or items to be sold: _____

Sales Tax Permit attached YES NO if no, please explain _____

Health Department License attached YES NO

Make checks payable to: City of Owasso

Mail application, fee, and required documentation to:

Owasso Harvest Festival
Attn: Elishya Cook
PO Box 180
Owasso, OK 74055

For questions or additional information please contact:
Elishya Cook at 918.376.1529 or by email: ecook@cityofowasso.com

When corresponding via e-mail please write "Owasso Harvest Festival" in the subject line

