



New Haven Area Chamber of Commerce  
MLD Committee – Cathy Hoemeyer  
P.O. Box 201 New Haven, MO 63068  
314-609-4403 • choemeyer@aol.com

**Miller's Landing Day Art/Craft Vendor Registration**

**Date:** May 4, 2019 **Times:** Event Time 12p.m.-10p.m. Rain or Shine **Location:** Downtown New Haven, MO

Vendor Check-in: Saturday 9a.m. at the John Colter Museum and Visitor Center 115 Main Street  
Vendor Setup: Saturday 9a.m. – 11 a.m. YOU CANNOT SETUP UNTIL YOU HAVE CHECKED IN.

Booth Size: 10' x 10' Per Booth Cost: \$40.00 Electricity: Add \$20.  
Double Booth: \$80.00 Return Vendor: \$35.00 Per Booth Double Booth \$70.00

Sample photos are required for arts and crafts.

**Vendor Requirements:** Vendors supply their own Canopy or tent. Canopies must be weighted in case of windy conditions. If you require electricity, you must provide your own extension cord/power strip. Vendors will receive (1) parking pass per booth space. You are required to park in designated “vendor parking” areas. Those not displaying a pass or parking in a non-vendor space will be fined and towed at owner’s expense. Please be aware that cell service is very poor and if you need service, you should be ready to provide your own hotspot. Booths cannot be cleared out until after the streets are opened up. **At no time after 10 a.m. are cars allowed on street.** By signing below, you agree to all rules and regulations.

**Please Print or Type All Information Below:**

Contact: \_\_\_\_\_

Business: \_\_\_\_\_

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

Email: \_\_\_\_\_ Cell: \_\_\_\_\_

Website: \_\_\_\_\_

List all items to be sold and activities to be conducted: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total Fees:** \_\_\_\_\_ **Electrical Requirements:** \_\_\_\_\_

Must be **paid in full 30 days prior** to event  
Make Check/Money Order payable to: **New Haven Area Chamber of Commerce**  
Mail to: **New Haven Area Chamber of Commerce**  
**P.O. Box 201**  
**New Haven, MO 63068**

**Rules & Regulations:**

**Submission of an application does not guarantee acceptance to the event.** Due to limited space at Miller’s Landing Day, vendor selection will be based on types, completion of paperwork and payment. The Festival Committee reserves the right to limit the number of Art/Craft Vendors in all. Application and equipment fees will be refunded to any vendor not approved. Vendors are responsible for setup and teardown of all signage, tents, tables, equipment and trash. You may use only your assigned space. No drilling into the street shall be permitted. Vehicles are only allowed on the street for setup prior to the event and for teardown after the festival has closed. Please see above for approved times. You will be notified when it is safe to bring your vehicle onto the street. All vendors will receive a confirmation email regarding load-in and load-out times. At no time can vendors block residential alleys or drives. Each vendor is required to empty garbage, recyclables and grease as necessary in the festival-provided containers. DO NOT dispose of grease in the street gutters or dumpsters. Vendor space must be kept clean and free of debris. All fest participants and their employees are expected to serve as a positive representation of the community and at no time should engage in any illegal activities. No political or religious signs may be posted. Any vendor found in violation of these rules can be fined \$500 and immediately removed from the festival at the Organizer’s discretion. This event will be photographed and videotaped. By participating in this event you hereby consent to the use of your likeness or image in those photographs or video for future promotional consideration by the Miller’s Landing Day Committee, New Haven Area Chamber of Commerce and/or The City of New Haven, MO.

**Liability of Operators:** In no case shall the officers, directors, and/or sponsoring agent of any New Haven Area Chamber of Commerce event or promotion be held responsible for any loss, damage, injury, theft, death, or from any other cause of any character, to any property or person while the same is on the event grounds. Vendors are responsible for the set-up and takedown of their booths. If a booth is left standing, or if products or merchandise are left in the booth overnight all officers, directors, and/or sponsoring agent of any New Haven Area Chamber of Commerce event will not be held financially responsible for said merchandise, products, or any booth materials. Vendors shall be responsible for all rules and regulations.

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Authorized Signature

Date

**Office Use Only:** Date Received: \_\_\_\_\_ Payment: \_\_\_\_\_ Check #: \_\_\_\_\_ Booth #: \_\_\_\_\_