



2016 Lisbon Sauerkraut Days Booth Agreement & Registration

This year's annual Lisbon Sauerkraut Days festival is going to be an energizing place where individuals and families can gather to celebrate in a wonderful community celebration.

With your participation, festival attendees are sure to have a memorable experience. To help ensure ongoing success of the Lisbon Sauerkraut Days, please carefully read and complete the guidelines set out in this booth agreement for food and non-food vendors. Registration and fee are **DUE AUGUST 1ST, 2016!**

BOOTH FEE: Lisbon and Mt. Vernon Resident Vendors: \$100 pre-payment for a 10'x20' booth.
Non-Resident Vendors: \$200 pre-payment for a 10'x20' booth.
Any booth over allowed size will be charged \$5.00 per square foot.

BOOTH SCHEDULE: Festival setup begins the evening of Thursday August 11, 2016. All booth vendors must be setup and ready to serve customers by 4:00 pm Friday, August 12th, 2016.

Booths must operate Friday August 12th 4:00-9:00pm and Saturday August 13th 11:00am-9:00 pm.

(Booths may stay open no later than midnight, if necessary.) No early tear-downs or alternative schedules allowed unless approved by the committee. Tear-down must be complete by Sunday, August 14th, 9:00am. Lisbon Sauerkraut Days Committee (LSDC) has the right to charge vendor a \$100.00 cleanup fee. For additional event schedule, please visit:

www.sauerkrautdays.com

FOOD VENDORS: If serving food, vendor must have a food permit from the Linn County Health Dept. You can obtain a Temporary Food Service Permit from www.sauerkrautdays.com. Permits must be submitted to the Linn County Health Department prior to the event.

The LSDC has exclusive rights on sauerkraut, hot dogs, brats, rubeens, cotton candy, funnel cake, and lemonade!

BOOTH LOCATION: The festival is located downtown Lisbon along Main Street. LSDC will designate the booth setup space.

BOOTH ELECTRICAL: Vendor must provide extension cords. For safety reasons, no electrical cords will be allowed to run across sidewalks. LSDC has the right to limit electrical usage and is not responsible if cords do not meet electrical code. For electrical questions, please contact Vendor Support at (319) 361-3015.

BOOTH CANCELLATION POLICY: No refund unless cancellation is submitted in writing 30 days prior to the event to the address below. There are no rain dates.

VENDOR PARKING: No parking allowed on Main Street, North or South Washington Street except while loading or unloading. All vehicles must be off the streets at the time of the event. All vendor parking, including trailers **must use the Lisbon School north parking lot**. LSDC is not responsible for any damages to vehicles or equipment.

VENDOR EQUIPMENT/MERCHANDISE/INSURANCE: Each participant is responsible for handling and care of booth equipment, including protection from inclement weather. The LSDC accepts no responsibility for damage that may occur to equipment, including weather related damage. Flea Market Items: All merchandise **MUST** be approved by LSDC. LSDC has the right to limit sales. Provide copy of proof of insurance upon booth registration.

**To reserve a booth for food or non-food vending in the 2016 Lisbon Sauerkraut Days, please submit the Booth Registration Form, a copy of proof of insurance, and payment to by AUGUST 1ST, 2016:
Lisbon Sauerkraut Days, Inc. % Jerry Dietsch, 510 S Jackson St., Lisbon, IA 52253**



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Number of Booth Spaces: _____ Today's Date: _____
(Lisbon and Mt. Vernon Residents: \$100, Non-Residents: \$200. Pre-payment required. 10'x20' booth, overage charged at \$5 per square foot.)

Total Amount: _____	Cash Enclosed: _____	Check Enclosed: _____ <small>(Checks payable to Lisbon Sauerkraut Days, Inc.)</small>
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Food Vendor: Yes _____ Electricity Needed: Yes _____
No _____ No _____

Contact Person: _____

Business Organization/Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Cell phone: _____

Email address: _____

Sales Tax Permit: _____ State: _____

Booth Description and Activities(use additional sheets, if needed): _____

The Lisbon Sauerkraut Days Committee has exclusive rights to sauerkraut, brats, hot dogs, ruebens, cotton candy, funnel cake, and lemonade!

I(We), _____, hereby release the Lisbon Sauerkraut Days, Inc. and all parties involved with the planning, organizing, and staging of the festival from damage and/or personal injury inflicted or incurred during the Lisbon Sauerkraut Days Festival from August 11-13, 2016. I(We) have read the Lisbon Sauerkraut Days, Inc. Agreement and commit to fulfill all requirements. We also give consent that pictures and/or videos, including representatives of our organizations, may be used for promotional purposes.

Participant Signature

Date

Mail with payment to: Lisbon Sauerkraut Days, Inc. %Jerry Dietsch, 510 South Jackson Street, Lisbon, IA, 52253