



New Haven Area Chamber of Commerce

P.O. Box 201, New Haven, MO 63068

**WELCOME TO
MILLER'S LANDING DAY
Saturday, May 11, 2024**

FOOD - VENDOR REGISTRATION

Location: Downtown New Haven, Missouri on the Riverfront

Times: Event Runs 12p.m.- 8p.m. (Fireworks Immediately Following) Rain or Shine

Vendor Check-in: Beginning Saturday 9a.m. at the Information Table, corner of Cottonwood and Front St.

Vendor Setup: Saturday 9a.m. – 11a.m. BE SURE TO CHECK-IN BEFORE TRYING TO SET UP

Booth Size: 10' x 10' **Single Booth Cost:** \$75.00 **Double Booth Cost:** \$ 125.00 **Electricity:** Add \$20

Fees are waived for local non-profit vendors manning & selling food in their booth,
hiring outside vendors will incur the designated fee.

CRAFTERS, DEMONSTRATORS & FOOD VENDORS ARE INVITED FROM ALL OVER THE UNITED STATES.

Please Attach Full Menu with Registration

Vendor Requirements: Vendors supply their own Canopy or tent, tables and chairs. **Canopies must be weighted** in case of windy conditions. Display tables should be draped or attractively decorated. If you require electricity, you must provide your own extension cord/power strip, minimum of 100' of extension cord needed. Vendors will receive (1) parking pass per booth space. You are required to park in designated "vendor parking" areas. Please be aware that cell phone service is very poor on the Riverfront and if you need service, you should be ready to provide your own hotspot. Booths cannot be cleared out until after the streets are open. If you close your booth early, that is at your discretion but breaking down and loading isn't until the street is reopened. **At no time after 11am are cars allowed on the street.**

Please Note: We will do our best to not duplicate food vendors, but we are not directly responsible for what vendors offer. Some duplicate food items may occur. Beer/Beverage is not regulated under "duplicate" items.

Please Print or Type

Contact Name: _____

Business Name to be listed: _____

Address/City/State/Zip: _____

Mobile Phone: _____ Is it okay to text? _____

Email: _____ Website: _____

List all items to be sold and activities to be conducted.

IF YOU HAVE SPECIAL POWER NEEDS PLEASE LIST:

Electrical Requirements: _____

Note: unless your generator is attached to your trailer, generators will be kept away from the vending area, please bring enough extension cords to run all your equipment from your generator at a distance.

Total Fees: _____

Fees must be paid in full 30 days prior to event

Make Check/Money Order payable to: New Haven Area Chamber of Commerce

Mail signed registration and payment to:

New Haven Area Chamber of Commerce, P.O. Box 201, New Haven, MO 63068

Or, email signed form to ChamberNHMO@gmail.com and pay online at: <https://new-haven-chamber-of-commerce.square.site/>

Questions? Contact MLD Planning Committee. Erin Raedeke - Mobile: 314-650-4833

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 menu, completion of paperwork and payment. The Festival Committee reserves the right to limit the number of Food 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 and equipment. 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. 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. 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 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.

NOTE: ANYONE MAKING RETAIL SALES OF TAXABLE GOODS TO THE PUBLIC/FINAL CONSUMER IS REQUIRED TO OBTAIN A SALES TAX LICENSE AND COLLECT AND REMIT MISSOURI SALES TAX. MISSOURI EXEMPTIONS EXIST. MORE INFORMATION ABOUT SALES TAX AND PERMITS ARE AVAILABLE ON MISSOURI DEPT OF REVENUE WEBSITE. ALL VENDORS OPERATING MAY BE REQUIRED TO OBTAIN A CITY OF NEW HAVEN BUSINESS LICENSE. PLEASE CONTACT THE CITY OF NEW HAVEN AT 573-237-2349.

By signing below, you agree to all rules and regulations.

VENDOR NAME: _____

Authorized Signature _____ Date: _____

Office Use Only: Date Received: _____ Payment: _____ Check #: _____ Booth #: _____

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