



# SOUTH KC BLOCK PARTY

**Vendor Booth Application**  
**October 7, 2023**  
**10:00 a.m. – 4:00 p.m.**



This is an application for revocable license to use space at the **2023 South Kansas City Chamber of Commerce South KC Block Party** to be held **October 7, 2023**. Please read all pages of this contract before returning it to the Chamber. Incomplete contracts or contracts submitted without appropriate vendor fees OR proof of liability insurance will not be accepted for processing. If your contract is approved, you will be sent a copy of your contract. However, if your application is not accepted, your fee will be refunded. **Vendor’s fees WILL NOT BE REFUNDED AFTER SEPTEMBER 18, 2023**. The Chamber and Block Party Committee reserves the right to assign spaces and alter layout as deemed necessary.

**This agreement is made and entered into by and between the South Kansas City Chamber of Commerce (the “Chamber”) and**

<b>ORGANIZATION OR COMPANY (“the Vendor”)</b>		<b>CONTACT PERSON (“the Vendor”)</b>		
<b>ADDRESS (or PO Box)</b>		<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>
<b>BUSINESS/CELL PHONE</b>	<b>HOME PHONE</b>	<b>EMAIL ADDRESS</b>		

**Vendor Liability Insurance** – All vendors must be covered by liability insurance. Vendors are required to submit a certificate of insurance showing \$1 million in liability coverage with their vendor contract by September 18, 2023. The certificate of liability insurance must list ALL the following as additional insureds on the policy:

- South Kansas City Chamber of Commerce, 1300 E. 94<sup>th</sup> Street, Suite 100, Kansas City, MO 64131
- Red Bridge Properties, Inc., c/o Lane4 Property Management, 4705 Central Street, Kansas City, MO 64112
- Lane4 Property Group, 4705 Central Street, Kansas City, MO 64112

**NO VENDOR WILL BE PLACED WITHOUT SIGNED CONTRACT AND A COPY OF VALID INSURANCE**

**Booth Information**

- All booth spaces are 10’ wide X 10’ deep
- **Vendors must provide a tent and any tables or chairs needed.** All equipment must fit within the 10’ x 10’ space. (10’x10’ pop-up Tent can be provided for an additional \$50 per tent.)

<b>Vendor Categories:</b>	<b>TENT PROVIDED</b>	<b>BRING 10X10 TENT</b>
( ) Vendor – Chamber Members	\$175	\$125
( ) Vendor – Non-Chamber Members	\$200	\$150

What product or service do you provide? \_\_\_\_\_

Will you have items for sale in your booth? ( ) Yes ( ) No

If yes, list all items being sold. This must be a complete list and no other item(s) may be sold. No substitutions can be made after contract is approved. \_\_\_\_\_





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### 1) DEFINITIONS

- A) Festival: The South Kansas City Chamber of Commerce South KC Block Party at Red Bridge Shopping Center.
- B) Chamber: The South Kansas City Chamber of Commerce, the sponsoring organization of the festival.
- C) Block Party Committee: The South Kansas City Block Party Committee which is authorized and empowered by the Chamber to organize and manage the festival and to promulgate and enforce rules and regulations for the conduct of the festival.
- D) Vendor: The organization, person, or entity contracting with the Chamber to participate as a vendor at the festival and their agents, employees, and volunteers.

2) INTERPRETATION AND ENFORCEMENT OF RULES – Each Vendor shall comply with the following rules and regulations, in addition to complying with all statutes and ordinances of the State of Missouri, County of Jackson, and City of Kansas City pertinent to the Vendors' participation in the festival, including, but not limited to, statutes and maintenance, and fire safety. The Chamber and the Block Party Committee shall have the right to interpret the following rules and regulations; to amend or add such rules and regulations as in its discretion it might deem appropriate; and to enforce compliance with such rules and regulations. Any violation of these rules and regulations or of the referenced statutes and ordinances shall result in immediate forfeiture of all rights of participation in the festival and the return of any monies deposited to secure festival participation.

3) LIABILITY INDEMNITY – Vendor covenants that it will protect, defend, hold harmless and indemnify the Chamber, Red Bridge Shopping Center and Lane4 Property Group, their directors, officers, agents, employees, and volunteers from and against all expenses, claims, actions, liabilities, attorney's fees, damages, and losses of any kind whatsoever, actually or allegedly, resulting from or connected with the participation as a Vendor in the Block Party. The Chamber, Red Bridge Shopping Center and Lane4 Property Group shall NOT be liable for any loss or damage to any merchandise or personal property in or about Vendor's booth, regardless of the cause of such loss or damage.

4) LIABILITY INSURANCE – See page 1 of contract.

5) CHECKS POST-DATED OR RETURNED UNPAID BY THE BANK MAY RESULT IN IMMEDIATE DISQUALIFICATION. Vendors will be charged a \$35 returned check fee.

6) BOOTH SPACE Dimensions – Booths are 10' deep x 10' wide. The vendor is responsible for providing tent, table, and chairs.

7) BOOTH SETUP/REMOVAL – Vendors will be permitted to **begin assembling booth no earlier than 7:30 a.m. Saturday, October 7, 2023.** No equipment or structure may be brought in any earlier. **Booths must be finished and operational by 9:00 a.m. on Saturday, October 7, 2023. Teardown on October 7, 2023, must begin no earlier than 4:00 p.m.**

8) BOOTH CONSTRUCTION/USE – The Block Party Committee reserves the right to remove a booth from the festival if the booth is constructed in an unsafe manner. Vendors will confine their operations to the booth and shall not tack or place advertising material or solicit business outside their booth. The vendor shall display this contract in a prominent location of the booth at all times. In the event a trailer is used as a booth, it must fit, including tongue, within booth space.

9) SUBLEASING – Subleasing of all, or any, of the assigned booth space by the Vendor is strictly prohibited. Vendor cannot permit another party to exhibit, promote in any manner, or take orders in the booth.

10) SOUND RESTRICTIONS – The Block Party Committee reserves the right to monitor and regulate the level of sound from all booths. After two (2) warnings about offensive sound, the Block Party Committee shall have the right to disconnect power from the booth or request the offending Vendor vacate the booth space.



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- 11) CLEANUP – Vendor’s booths must be kept clean. All refuse, rubbish, and garbage must be deposited in containers provided. IMPORTANT NOTICE: If Vendor leaves excessive refuse, rubbish, or garbage in their booth, this will result in a \$50 fine and will jeopardize Vendor’s participation in future block parties.
- 12) FESTIVAL SCHEDULE – **Saturday, October 7, 2023, 10:00 am – 4:00 p.m. Beer Garden will remain open until 4:00 p.m. Booths are to be always manned between 10 a.m. and 4 p.m.** In the event a Vendor sells out of its product, said Vendor shall nonetheless keep the booth open for display or sample items and solicitation of orders until festival closes.
- 13) CANCELLATION – **Vendor shall notify the Chamber in writing of intent to cancel this contract no later than September 18, 2023, to receive a 50% refund. Cancellations after September 18, 2023 are not eligible for a refund.**
- 14) ELECTRICITY – Electricity is available at a select number of booths and will be sold on a first come/first serve basis. All items that will use electricity must be listed on the contract and no other items may be used. The cost of electricity is \$50. **All electrical requests and fees must be submitted to the Chamber by September 18, 2023 and are subject to approval of the Block Party Committee.** GENERATORS ARE NOT ALLOWED WITHOUT PRIOR APPROVAL!
- 15) MERCHANDISE – At no time shall Vendor display for sale or otherwise materials which in the sole judgment of the Block Party Committee, shall be deemed obscene, dangerous, or unlawful. Expressly prohibited are items including, but not limited to, the following: drug paraphernalia and related items, butterfly knives, all knives, throwing stars, guns, toy guns, water guns, and brass knuckles. Additionally, no Vendor shall be permitted to sell raffle tickets. The Block Party committee will notify Vendor of violation of this provision and permit removal of said items from the grounds. Failure of Vendor to do so will create forfeiture of Vendor’s rights and privileges of this contract.