

2024 KANSAS CITY FESTA ITALIANA
MAY 31ST - JUNE 2ND
EXHIBITOR GUIDELINES/LEASE AGREEMENT

IMPORTANT:

INSURANCE – All vendors MUST provide FESTA with certificate of insurance that lists UNICO, Trademark Properties, Festa Italiana and Zona Rosa as additionally insured under a \$1 million general liability insurance policy when submitting application.

We have had an overwhelming response from vendors wanting to participate and now have a waiting list so it is imperative that you complete and return with check or money order by April 1st, 2024 or your space/item(s) sold last year will not be guaranteed. After April 1st your space will become available to new vendors.

The following items apply to all exhibitors unless specified in writing.

- * Exhibitors will be expected to have their booths completely setup at least 60 minutes prior to the start of the festival. The festival grounds will be accessible the morning of the event. **Vendors must remain open during all hours of the event, from start to finish. Failure to remain open during all hours of the event will result in vendor NOT being asked to come back next year.**
- * Exhibitors will be allowed to place other signs, banners, flags, etc., inside their area with the written approval of the FESTA.
- * Exhibitors not allowed to bring any food or beverage items onto the festival grounds to SELL.
- * There will be designated areas for food booths and for crafts booths. The FESTA will make all final determinations regarding booth placement.
- * FESTA will provide security and trash removal throughout the event. Exhibitors will be expected to help keep the area around their booths clean and free of debris. **Each vendor must break down their own boxes and place them near their booth. Failure to do this will result in vendor not being asked to come back next year.**
- * Exhibitors will be told of drop-off sites for loading and unloading their wares, and also locations to park vehicles during the event. **Absolutely no vehicles or trucks parked within the Festa grounds during Festa hours.**
- * **Exhibitors are NOT allowed to use the FESTA name and/or logo on any merchandise.**
- * Exhibitors will comply with all local, city, and state rules and regulations. Exhibitors will supply all necessary items to accomplish these goals.

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Location:

Zona Rosa – North Kansas City – at I-29 and Barry Rd.

Festival Dates and Times:

Friday, May 31st (5 – 11 p.m.)

Saturday, June 1st (11 a.m. – 11 p.m.)

Sunday, June 2nd (11 a.m. – 5 p.m.)

Name: _____

Store Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (Day): _____ (Evening): _____

Cell: _____ Email: _____

Exhibitor Booth Rental Fees:

_____ 10' x 10' Booth Space
(Electrical and Tent provided by FESTA) \$550

_____ 10' x 10' Booth Space
NO TENT PROVIDED!
(Electrical provided by FESTA) \$425
If providing your own tent or trailer, please specify size and a photo must be submitted.

_____ 10' x 20' Booth Space
(Electrical and Tent provided by FESTA) \$825

_____ 10' x 20' Booth Space
NO TENT PROVIDED!
(Electrical provided by FESTA) \$675
If providing your own tent or trailer, please specify size and a photo must be submitted.

_____ 10' x 10' Booth Side Wall Enclosures \$100

_____ 10' x 20' Booth Side Wall Enclosures \$200

_____ 8'X30" TABLE \$15 EACH

_____ FOLDING CHAIRS \$3 EACH

*****NOTE: Festa will only provide you with the electricity you request on your application. No extra electricity will be given when you arrive at Festa. Extension cords are the responsibility of the Food Vendor and should be a minimum of 12 gauge/3 wire – 100 feet of cord is suggested.**

PLEASE SPECIFY:

Electrical Power:

Ø If 208/240 volt or more is required, **you must include a photo or drawing of your plug.** If Festival electricians are required to modify plugs, etc. you will be responsible for the cost of the materials. **Payment will be expected for the modification materials before the Festival opens.**

IMPORTANT - If additional electrical service is being used for anything not listed below, you may be asked to unplug these items. No other form of generator or electrical service other than that provided by the Festival is permitted. **You will receive power for only what is listed on this form. We WILL NOT tolerate electrical circuits constantly tripping off throughout the event!** Please list all necessary electrical requirements and equipment for operating your vending service below:

Equipment Type Quantity Voltage Amps (each)

- 1.
- 2.
- 3.

_____ Amount of VOLTAGE needed (110 or 208/240)

_____ Amount of AMPS needed (20 amps per 10' x 10' booth space will be provided)

_____ Each additional 20 amps needed - \$75

_____ Each 208/240 volts @ 50 amps needed - \$150 per outlet

_____ **TOTAL ENCLOSED**

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By signing this agreement, you understand that the Kansas City Festa Italiana committee and Kansas City chapter of UNICO are not liable for any damages, losses or personal injuries; you will not be a part of any legal action against these parties or their personnel; and you will personally participate in the Festa.

Signature _____

Date _____

Make Check Payable and Mail to:

**UNICO KC
704 White Oak Ln
Kansas City, MO 64116**

* All fees are nonrefundable if applicant is accepted into the festival. If applicant is denied, refunds will be made. Event will occur rain, wind or shine.

** While every effort will be made to provide proper security for the festival, the FESTA and Zona Rosa will not be held responsible for any damages or losses. There will be some security provided Friday and Saturday night after the event has ended. However, they will not be expected to secure items left by exhibitors.

Festa Vendor Committee:

TJ Greenwood: 816.642.8153

Below, please include a list of all the items and price points that you are intending to sell. You will only be allowed to sell items that you list on application! Festa Italiana and Zona Rosa reserve the right to disallow any items from the festival. We will contact you if there is a problem with the item(s) you intend to sell at the festival.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

FYI, Bags of Ice may be purchased at the bar for \$5 per bag.