



# 16<sup>th</sup> Annual Ozark Crawdad & Music Festival



**April 2<sup>nd</sup>, 2022 from 9 AM - 6 PM in Ozark, AL**

Dear vendor,

The city of Ozark, along with the Department of Leisure Services, proudly presents the *16th Annual Ozark Crawdad and Music Festival*, scheduled for **Saturday, April 2nd, 2022**, in downtown Ozark, Alabama. This year's festival starts at 9 AM and ends at 6 PM.

Thank you for expressing interest in acquiring booth space for the festival. Please read the information below carefully. It contains valuable information about the festival and guidelines that will help us create a fun and safe event for everyone to enjoy.



## REGISTRATION REQUIREMENTS:

- Completed application form
- Payment of registration fees (vary depending on booth category) and additional amenities (when applicable). Fees are listed below:
  - CIVIC, INFORMATIONAL, CHURCH MERCHANDISE BOOTH \$55.00 ea.
  - CRAFTS and MERCHANDISE BOOTH \$65.00 ea.
  - CHILDREN'S ACTIVITIES BOOTH \$75.00 ea.
  - CIVIC / CHURCH FOOD BOOTH \$95.00 ea.
  - FOOD BOOTH / CONCESSIONS \$105.00 ea.
  - FOOD TRUCKS \$250.00 ea.
  - 120 Volt electrical outlet \$30.00 ea.
  - 220 Volt electrical outlet \$40.00 ea.
  - Water \$20.00 ea.

Accepted forms of payment are check or money order payable to “**City of Ozark**”, and mailed to: **Ozark Leisure Services P.O. Box 789 Ozark, AL 36361**

- **THE LAST DAY TO SUBMIT APPLICATIONS IS MARCH 1<sup>ST</sup>, 2022.**
- Applications received after March 1st, 2022, will be charged a \$25.00 Late Registration fee.
- Once your application is accepted, you are expected to commit to the event. Please note that previous participation in the event does not guarantee any particular booth placement.
- Vendors are responsible for reporting sales tax on all items sold during the festival. We will provide you with the forms, but filing taxes accurately is your responsibility. Taxes are as follows:

City tax: 4%      State tax: 4%      County tax: 1%      Total tax: 9%



### **FOOD VENDORS:**

- **THIS APPLICATION IS NOT FOR CRAWFISH VENDORS. CRAWFISH VENDORS HAVE ALREADY BEEN SELECTED.**
- All food must be prepared on-site unless preapproved by the Dale County Health Department.
- Food vendors are required to have a minimum of one 5 pound ABC fire extinguisher in their booth.
- Food vendors are not allowed to sell any alcoholic beverages.
- Food vendors must adhere to the Dale County Health Department guidelines.

Please contact the Dale County Health Department at 334-774-5146 if you have any questions about the requirements.



### **BOOTH SPACE INFORMATION:**

- All booths measure 12' x 12'. The exact dimensions of the tent/trailer used for the festival need to be provided in the application form and will be used to determine the vendor's placement on festival grounds.
- **ALL EQUIPMENT MUST BE WITHIN YOUR ASSIGNED BOOTH SPACE.** If you feel you need more space than what is being allocated, please indicate you would like to purchase TWO booth spaces (additional fees apply). No campers or refrigerated trucks will be allowed in the booth area.
- Vendors must furnish countertops, backdrops, extension cords, signage, tables, etc. The only thing provided by the festival organizers is booth space.



## **ELECTRICAL / WATER REQUIREMENTS:**

- There is limited availability for electrical and water hookups, which will be assigned according to the date your application is received (first-come, first-served).
- Each 120 Volt electrical outlet costs \$30.00; each 220 Volt electrical outlet costs \$40.00. Access to water is \$20.00 per booth.
- Please specify on your Application Form what type of electricity is needed and how many 110 V or 220 V are required (additional charges apply).
- Tripping of breakers due to overload will result in a \$20.00 service fee (per call) to the respective vendor.
- Please let us know if you are going to be using a generator and/or propane tank in your booth.



## **SET UP and BREAK DOWN TIMES:**

- Please do not start setting up your booth until AFTER you receive your vendor packet on the day of the event. Ozark Leisure Services representatives are going to be on-site on the morning of the event, starting at 5:30 AM.
- Set up time for the event is strictly enforced. Set up starts at 5:30 AM and ends at 8:30 AM, day of the event (Saturday, April 2nd, 2022). All vehicles must be out of the event area no later than 8 AM.
- The festival is scheduled to end at 6 PM, and you will not be able to drive back into the Festival area until 30 minutes after the sheriff's department has cleared the crowd from the Festival grounds.
- Parking space around the festival area is limited and available on a first-come, first-served basis.

We look forward to having you as a vendor and making this another successful festival!

PLEASE BE AWARE THAT BECAUSE OF COVID-19 RESTRICTIONS, YOU MIGHT BE REQUIRED TO WEAR A MASK THROUGHOUT THE EVENT. PLEASE BRING A MASK WITH YOU IN CASE WEARING A MASK BECOMES MANDATORY. WE APOLOGIZE FOR THE INCONVENIENCE AND HOPE YOU UNDERSTAND. THOSE NOT COMPLYING WITH THIS GUIDELINE WILL NOT BE ABLE TO PARTICIPATE IN THE EVENT.

For more information, please contact us at 334-774-2618, email us at [civic@ozarkal.gov](mailto:civic@ozarkal.gov), or access our website at [www.ozarkal.gov](http://www.ozarkal.gov).

**Ozark Leisure Services   P.O. Box 789   Ozark, AL 36361**

# **16<sup>th</sup> Annual Ozark Crawdad and Music Festival**

## April 2, 2022 9 AM – 6 PM

Thanks for expressing interest in being a vendor for the 16<sup>th</sup> Annual Ozark Crawdad and Music Festival. Registrations must be received by March 1<sup>st</sup>, 2022. Any registrations received after the deadline will be charged a \$25.00 late fee. Please make sure your application has the following:

- Application form filled out
- Check or money order, payable to the “CITY OF OZARK.”

Set up for the event starts at 5:30 AM on Saturday, April 2, 2022. Please do NOT start setting up your booth until **AFTER** you have received your Vendor Packet, which will be available starting at 5:30 AM, day of the event.

VENDOR NAME: ..... EMAIL: .....

PHONE NUMBERS (daytime / evening / cell): .....

ADDRESS..... CITY, STATE.....ZIP .....

Number of people working in booth: ..... Dimension of trailer / tent used: .....

All booths measure 12' x 12". Please select the booth type, quantity of booths needed, and additional amenities below:

BOOTH CATEGORY	PRICE PER BOOTH	QUANTITY NEEDED	TOTAL PRICE
CIVIC, INFORMATIONAL, CHURCH MERCHANDISE	\$55.00		
CRAFTS AND MERCHANDISE	\$65.00		
CHILDREN'S ACTIVITIES	\$75.00		
CIVIC / CHURCH FOOD	\$95.00		
FOOD / CONCESSIONS	\$105.00		
FOOD TRUCKS	\$250.00		

ADDITIONAL AMENITIES – there is a limited amount of these, assigned on a first-come, first-served basis.	PRICE PER AMENITY	QUANTITY NEEDED	TOTAL PRICE
120 VOLT ELECTRICAL HOOK UP	\$30.00		
220 VOLT ELECTRICAL HOOK UP	\$40.00		
WATER	\$20.00		
Total fees being paid (add \$25.00 if past deadline of March 1, 2022)			\$

Are you going to have a GENERATOR in your booth? YES NO      Are you going to be using PROPANE in your booth? YES NO

PLEASE LIST ALL ITEMS FOR SALE / DISPLAY ON YOUR BOOTH: .....  
 .....  
 .....

The undersigned agrees to indemnify and hold harmless the “Leisure Services Department” from all damages, losses, lawsuits and expenses of any kind and nature including attorney’s fees which arrive out of the use of the festival premises during the leased period.

Signature.....Date .....

Please return your application along with a check or money order payable to the “City of Ozark”

**to: Ozark Leisure Services P.O. Box 789 Ozark, AL 36361**