



McAlester Italian Festival
May 10-11, 2024 Outside
Vendor

PLEASE READ CAREFULLY!!
Outside Vendor Guidelines

The dates this year - May 10-11, 2024

Concession space will be outdoors, and all applicants must furnish their own display, tents, etc.

1. The number of concessions within each category will be limited, and fees will be refunded to those not accepted.
2. Spaces will be assigned on arrival at the fairgrounds. Please arrive early to gain east access to your space. Check in with the Festival Representative in the Expo building.
3. Returning concessionaries' will be given priority.
4. Concessionaire is responsible for supplying any needed electrical extension cords.
5. Please submit a picture and diagram of concession setup.
6. The Italian Festival Committee sells Italian Dinners and Italian Sandwiches. For this reason, concessionaires will not be allowed to sell these items. Unusual food items will be allowed.
7. Proof of \$1,000,000 liability insurance must be submitted with application for those vendors with rides and/or activities.
8. The committee reserves the right to accept or deny applications for concessions.
9. Setup time is as follows: Thursday, May 9, 2024, 12:00 p.m.-5:00 p.m. and Friday, May 10, 2024, 10:00 a.m. - 12:00 p.m.
Outside vendor hours of operation will be 11:00 a.m. - 8:00 p.m. on Friday, May 10 and 9:00 a.m. - 7:00 p.m. on Saturday, May 11. All concessions must be removed after the closing of Festival on Saturday, May 11, 2024. Early departure is unacceptable, except for emergencies.
10. Security will be on property from Thursday night until Saturday afternoon.
11. Vehicle parking will be at an assigned area—**No vehicles other than those that are an integral part of the actual booth will be permitted on the site.**

The McAlester Italian Festival Foundation, Inc., the Pittsburg County Regional Exposition Authority, or the City of McAlester will not be liable for damage or theft of merchandise or any other property during participation at the Festival.

The deadline for cancellation is April 28, 2024. After this date booth fees will be forfeited. Your cancelation will serve as confirmation. We hope to see you there!!



Outside Vendor Application & Agreement
52nd Annual Italian Festival
www.themcalesteritalianfestival.org
May 10 - 11, 2024
Outside Spaces Only

2024

Leave This Box Blank

Date Rec'd. _____
Check # _____
Initial _____

For Festival Use

Date _____

Previous space at Festival Last Year? ☐ Yes ☐ No

Name of Organization, Business, or Individual _____

Contact Person _____ Oklahoma Sales Tax # _____

Mailing Address _____ E-mail _____

City _____ State _____ Zip _____ Phone () _____

Fee Enclosed ☐ \$175 without Electricity ☐ \$200 with Electricity

Size of Space needed _____

Size of Actual selling sides _____

Description of booth (trailer, table, tent, van, etc.)

(Enclose a diagram of space and a picture of booth, if available.)

Proof of \$1,000,000 Liability Insurance MUST be Submitted with Application for VENDORS WITH RIDES AND/OR ACTIVITIES. All Concessionaires' Availability of Electricity and Water are Limited!

☐ Electrical outlet (110v) needed – watts or amps: _____

No water is available for hookup – there is water available to carry from faucet.

List **ALL** items to be sold (only approved items will be permitted – attach extra sheet if necessary):

I understand that The McAlester Italian Festival Foundation, Inc., the Pittsburg County Regional Exposition Authority, or the City of McAlester will not be liable for damage or theft during participation at the Italian Festival.

My signature in this application agreement confirms my understanding of the rules and liabilities.

Signature _____

Your cancelled check will serve as confirmation.

Make checks payable to: The McAlester Italian Festival, P.O. Box 1212, McAlester, OK 74502-1212

Or if paying by card:

Card Number: _____

Exp: _____ CCV: _____

The Italian Festival reserves the right to accept or deny applications for concessions. All comments and suggestions are welcome. Please use back side of sheet.