



FRIENDS OF THE SHELTER

PetFest 2023 **BOOTH SPACE APPLICATION**

Event: Sunday, June 25

Mail applications must be received no later than: June 9

ORGANIZATION NAME: _____

CONTACT PERSON: _____

EMAIL: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

BUSINESS PHONE: _____ HOME PHONE: (optional) _____

EXPLAIN TYPE OF PRODUCT/SERVICE TO EXHIBIT: _____

SIZE OF SPACE ALLOTTED will be standard 10 X 10 For a larger space (other than for vehicle listed below) contact us first.

Will you be bringing: Tent? Yes ___ No ___

Will you need a Vehicle in booth? **\$20 surcharge** YES ___ NO ___

Animals: Yes ___ No ___ Cats ___ Dogs ___ Other ___

Do you need: ELECTRIC? YES ___ NO ___

Would you like to donate an item for our Online or Silent Auction? YES ___ NO ___

Any Special Requests? _____

You are responsible for bringing your own table, tent, chairs, etc. FOTS does not supply anything other than space. There are limited locations with electric. Requests will be handled in the order by which they are received.

BOOTH SPACE RENTAL COST for standard 10 x 10 space

- \$60.00 Commerce
- \$80.00 Commerce with Vehicle
- \$30.00 Charitable 501(C)(3) Organizations (Adoption Vehicles at no charge)

Contact us at friendsnky@gmail.com for any exceptions.

PetFest 2023
RULES & REGULATIONS

1. The event is scheduled at Boone Woods Park at Shelter #3 on Sunday, June 25th (rain or shine). Hours are 11 am to 3 pm. Exhibitors and vendors will **not be permitted into the park for set up until 9:30 am** on that Sunday. **IF YOU SHOW UP EARLIER YOU WILL NEED TO WAIT.** All clean up must be completed **by 4:00 pm** day of the event.
2. You are responsible for complete maintenance and cleanup of your space. Trash must be placed in plastic garbage bags. Garbage bags are to be put into trash containers or near container if full.
3. ALL BOOTHS SPACES MUST BE SELF-SUPPORTING. Friends of the Shelter is not responsible to supply electrical, tables, chairs, displays, signage and water. Renter is responsible for own lighting, if needed.
4. Vehicles in booth spaces must be pre-approved by Friends of the Shelter.
5. BOOTH SPACEWORKERS – You are responsible for the professional behavior of your workers at all times. All persons involved in booth operations shall be properly attired in a manner not offensive to the public including children. You are not to solicit trade outside of your assigned space. You may not harass any spectators. No amplified sound system of any kind may be used, as it will interfere with the entertainment and other vendors.
6. FRIENDS OF THE SHELTER is not responsible for loss, theft, and damage of any items, foodstuffs, furniture and vehicles.
7. NO DISPLAY OR PRIZE shall be offensive, vulgar, and in bad taste in the reasonable judgment of the Friends of the Shelter Committee.
8. NO ACTIVITIES DANGEROUS to the health, safety and property of the public shall be permitted by participants.
9. All animals need to be either on leashes or restrained for their protection and the safety of the public. **As the weather can be hot, kindly prepare to have the necessary shade, airflow and water to keep the animals comfortable.** Vendors or demonstrators will be responsible to clean up any accidents that their animals have made on the grass and concrete areas where the public has access.
10. No Booth Space renter will be permitted to sell any type of beer, soft drink or foodstuffs without prior permission from the Friends of the Shelter Committee. THE SALE OR CONSUMPTION OF ANY ALCOHOL BEVERAGES ON PARK PREMISES IS ILLEGAL.
11. **Fees will be fully refunded if PetFest is cancelled. However, we are not responsible for any costs you incur that are not paid to Friends of the Shelter.**