



77th Annual Arma VJ Homecoming • August 11-13, 2023

Friday, Aug. 11 – 5 to 11 p.m. • Saturday, Aug. 12 – 8 a.m. to 11 p.m. • Sunday, Aug. 13 – Noon to 5 p.m.

Vendor Information

- Vendors are required to sell their items on Friday night and all day Saturday. Sunday is optional.
- Booth rentals and/or spaces for food trucks must be paid at the time of registration. Electrical hook-ups are limited to 24 booths at the south intersection of 5th and Washington streets, as well as south 5th Street.
- Due to limited availability, booth space is provided on a FIRST PAID BASIS.
- All booth spaces are 10 foot-by-10 foot. If a booth or food truck is more than 10 feet, add an additional booth rental fee.
- As you enter the festival on Friday, Aug. 11, committee volunteers will assist you to your clearly marked space.
- Those registering after Friday, July 17 will be directed to their booth location on site starting at 2 p.m. Friday, Aug. 11. (Please contact us if you require more time to set up).
- Booth vendors can begin setting up at 2 p.m. Friday, Aug. 11. All vendors must be fully set up by 5 p.m. Friday.
- Vendors' personal vehicles MUST be off Washington Street (main street) during festival hours (see hours above).

Housekeeping

- Vendors must furnish their own tables, chairs, tents, etc. which must be maintained within the designated 10-foot area. Exhibitors must provide their own adapters, extension cords (50-foot cord recommended). Any cords/adapters deemed unsafe by the Arma city electrician will not be allowed to connect to power outlets.
- Vendors must bring their own trash bags. Dumpsters will be available to discard bagged trash. Please collapse boxes before putting into dumpsters to allow for more space.
- Vendors should carry their own business/personal liability insurance.
- Arma Homecoming Association, Inc. is not responsible for any items left unattended.
- No refunds will be given due to inclement weather.

What can be sold

- Arts & Crafts vendors: There is no limit on the number of booths selling similar items. However, the homecoming association will try to separate similar booths.
- **Please note, these sale items will be not permitted:** Items with violent, obscene or vulgar wording or graphics; items that negatively depict race, religion, ethnicity or gender; weapons or other self-protection devices that could harm or incapacitate. Additionally, no illegal smoking products or paraphernalia deemed by the state of Kansas will be sold. All sale items are subject to the approval of the Arma Homecoming Association.
- Arma Homecoming Association has the exclusive right to sell Arma VJ Homecoming (Arma Homecoming) shirts, hats and koozies.

No vendor generators allowed in the festival's designated area due to noise.



2023 VENDOR REGISTRATION FORM AUGUST 11-13, 2023

Friday, Aug. 11 – 5 to 11 p.m. • Saturday, Aug. 12 – 8 a.m. to 11 p.m.
Sunday, Aug. 13 – Noon to 5 p.m.

Friday night and Saturday are mandatory for vendors. Sunday is optional.

Business/Organization _____

Name of Booth/Food Truck holder: _____

Daytime Phone: _____ Cell (required): _____

Email (required): _____

Description of Items/Services (required): _____

BOOTH SPACE RENTAL FEES

of Booths Fee

10-foot by 10-foot space _____ X \$25 per space

Food Truck
(Please specify size) _____ \$50 per truck

ELECTRICITY

50 AMP _____ \$50 additional

15 and/or 30 AMP (please specify) _____ \$25 additional

TOTAL - Booth fee, plus electricity (if applicable) \$ _____

**Make checks payable to Arma Homecoming Association, Inc. and mail to: P.O. Box 869, Arma, KS 66712.
Deadline is Friday, July 17, 2023.**

To complete this form, sign the 2023 Arma VJ Homecoming Agreement:

I have read and agree to the terms outlined on the vendor registration form and acknowledge that vendor fees and electrical charges are non-refundable. I agree that I am solely responsible for my property during the festival and I am responsible for collecting and reporting any/all applicable Kansas sales tax. I agree to hold harmless Arma Homecoming Association, Inc. from and against all claims, damages, losses and expenses arising out of the activities related to the 2023 Arma VJ Homecoming. The Homecoming Association reserves the right to refuse and/or cancel registrations in violation of this agreement.

SIGNATURE: _____ **DATE:** _____

Those with questions, please email chairperson JoEllen Black at joellenblack6@gmail.com.

OFFICE USE ONLY

Date received: _____ # of booths _____ Electrical/AMPS _____ Amount \$ _____ Check # _____