



# Pony Express PumpkinFest 2017!!!

## Call For Crafters / Vendors

Check Applicable Vending

- Crafts
- Commercial
- Food Vendor
- Not-for-Profit / Non-Vendor

**Date and Location: October 13, 14 & 15, 2017**

*Vendors must be set up by 2 p.m. on Friday, October 13th.* Festival hours are Friday, 5-9 p.m.; Saturday, 10 a.m. to 9 p.m., and Sunday, Noon to 5 p.m. **PumpkinFest** is held in Patee Park and on the grounds of the Pony Express National Museum, between 9th and 10th streets, in historical downtown St. Joseph.

**Location of your booth will not be known until Friday, Oct. 13th when you arrive on the grounds. Due to printing and advertising, we will not be able to change your booth assignment. We request booths remain intact throughout the weekend until the festival ends. Due to possible inclement weather conditions, you need to be able to secure your booth and merchandise.**

### Jurying:

Vendors will be juried by the **PumpkinFest** committee for uniqueness, appropriateness, and variety. We insist on quality and professionalism, and we consider you a partner in our continued success.

### Requirements:

Each applicant is required to submit color photo(s) of their booth or craft with the attached application. **(Photos will not be returned.)** You are responsible for calculating, collecting, and reporting your own sales tax. **Security will be provided on the grounds, however we cannot assume liability for your items. Bring your own 50' or 100' extension cords.**

**Deadline:** Applications must be turned in by August 1, 2017.

### Space and Lighting:

Exhibit space is limited to 10' X 10'. Additional space must be requested on the application. **Electricity for lighting will be available. You must supply your own 50' foot heavy-duty outdoor extension cords.**

### Cancellation Policy:

\_\_\_\_\_ initial . All vendor fees are non-refundable.

### Insurance:

Please submit proof of insurance. If not available, please contact Cindy (816) 279-5059.

We are looking forward to **Pumpkinfest** 2017! Pumpkinfest would not be possible without our wonderful volunteers, generous sponsors and awesome vendors. We are looking forward to seeing you at Pumpkinfest 2017! Thank you for your continued support and dedication. We hope that you will come and help make Pumpkinfest a huge success!

**Susan Rich** — Chair, Pumpkinfest 2017

**Pony Express Pumpkinfest** was created twenty years ago as a free family arts festival that celebrates the magic of the fall harvest.

Partners in the past have included Leah Spratt Trust, City of St. Joseph, the Convention and Visitors Bureau, and many other businesses.

**Pumpkinfest** is an outdoor festival, focusing on children. It attracts more than 25,000 people.

### Fees:

- Food Vendor: \$85.00 + 10%
- Crafts: \$65.00
- Not-for-Profit: 10% Sales
- Commercial Vendor: \$75.00
- Ext. Cord Rental: \$25.00

If you are a **first time vendor, do not** send any funds until you receive your acceptance letter.

### Mail to:

Pony Express **PumpkinFest**  
914 Penn Street  
St. Joseph, MO 64503

**Questions? 816-279-5059 or 1-800-530-5930**  
**Email: pxdirector@ponyexpress.net**