

Heber-Overgaard Chamber of Commerce
2774 Highway 260
P.O. Box 1926
Overgaard, AZ 85933-1926
(928) 535-5777
E-Mail: coc@heberovergaard.org

For Office Use Only

Date App. Rec'd _____

Booth Assignment _____

2020 4th of July Festival
Saturday, July 4th, 2020 @ Mogollon High School
Booth Application for High School Food Vendors

PLEASE PRINT

Company Name: _____ Phone: _____

Mailing Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Description of items for sale and space needed: **PLEASE BE VERY SPECIFIC.**
Any item that not listed here may result in rejection of participation at the time of the event.
Please use the back of form if more space is required.

Special Needs: (2 or more spaces, electrical needs, water, etc.)

The first booth fee is \$300 per 10x20 space and is **NON-REFUNDABLE**. The first booth space will ONLY be a 10'x20' (If additional space is needed you must purchase additional spaces. The fee for each additional space will be \$300 for a 10x10 space. Deadline to reserve the same space assignment from the previous year's event is **June 1st, 2020**. All booth assignments will ONLY be sent out after payment has been received. NO booth changes are allowed once assigned. We will email your assigned space number after payment has been received. All applications are subject to staff approval. Electrical power and water will be available, however you must provide your own power cords and water hoses.

NO EARLY BREAK DOWN OF A BOOTH IS ALLOWED WITHOUT PRIOR PERMISSION FROM THE CHAMBER OF COMMERCE EVENT CORDINATOR.

Vendors will be required to turn off lights during the Fireworks Display starting at 9pm.

Applicant represents that they have a **current Arizona sales tax license and will be responsible for all compliance**. The local tax rate is 6.5%. I have read, understand and agree to comply with the instructions set forth by the Heber-Overgaard Chamber of Commerce for my booth at the 4th of July Festival. I agree to not hold Heber-Overgaard Chamber of Commerce responsible for any loss of property during this event. Failure to comply with the guidelines herein set forth may result in cancellation of this application.

Signature _____

Total Enclosed \$ _____ Check # _____ Date: _____

Please return this completed application and your check payable to:
Heber-Overgaard Chamber of Commerce (address above)
We will send your confirmation & booth assignment prior to the event **via email**.

Vendor Information and Instructions

- Where: Mogollon High School, 3450 Mustang Ave Heber, AZ 85928
- Sponsored by: Heber-Overgaard Chamber of Commerce
- Fee: \$300 for the first 10x20 space.
Additional spaces will be sold for \$300 for a 10x10 space.
ALL FEES ARE NON-REFUNDABLE.
- Application Deadline: June 26th 2020 for payments made with a check or money order.
Any applications received after this date must pay the entry fee with cash or Credit card only.
- Booths: Spaces are approximately 10x20 for the first space and 10x10 for any additional spaces needed and each will be pre-assigned. Booths must be constructed to withstand the elements, including rain and wind. Canopies are permitted with ropes or tie-downs within space area. Power and water is available however vendors must supply their own power cords and hoses. Garbage cans will be available. Payment must be received prior to receiving a booth assignment and will be handled on a first come basis.
Vendors will be required to turn off lights during the Fireworks Display starting at 9pm.
- Show Hours: Saturday, July 4th, 2020 from 2pm - 10pm
NO EARLY BREAKDOWN PERMITTED All Vendors must remain at the event until show is completed at approximately 10pm.
- Sales Tax: The local sales tax rate is 6.5%.
- Signs: Signs must clearly identify all food booths in the food vendor area. All cooking and food service areas must be kept clean and orderly. Must comply with Navajo County Food Service Guidelines. Failure to comply with guidelines will result in eviction from the show with no refund.
- Vendor Check-in: Please check in with the Chamber of Commerce booth at Tall Timber Park prior to set up to receive a vendor pass for parking at the High School. We will be available Thursday July 2nd from 9-4, Friday July 3rd from 8am-11am. **MUST BE ON SITE BEFORE 9AM SATURDAY JULY 4TH – DUE TO THE CLOSURE OF HIGHWAY 260 FOR THE PARADE.**
- Vendor RV camping is available free of charge.** Located at Tall Timbers Park Only. No electric, water or showers are available for campers. Please no generators running after 8pm.
- Compliance: **Applicant represents that they have a current Arizona sales tax license and will be responsible for any and all compliance.**