

## TIBLOW DAYS FESTIVAL VENDOR RULES AND REGULATIONS

[www.tiblowdays.com](http://www.tiblowdays.com)

*All vendors who submit an application are agreeing to abide by the following rules and regulations.*

1. The 45<sup>th</sup> annual Tiblow Days Festival will be held in downtown Bonner Springs, KS Friday, August 23 through Saturday, August 24, 2024, hosted by Bonner Springs-Edwardsville Area Chamber of Commerce.
2. Vendor applications will be available online beginning April 9, 2024 and will end on July 15, 2024 or when all booths have been reserved and paid, whichever comes first.
3. Applications are available online at [www.tiblowdays.com](http://www.tiblowdays.com) and must be clear and specific as to what the booth will be selling or presenting. This information will assist in regard to placement and avoid duplication of vendors.
4. Vendors will be selected based on criteria established by the Bonner Springs-Edwardsville Chamber of Commerce. Acceptance of vendors is at the discretion of the Chamber of Commerce.
5. Completed applications and full payment must be received by July 8, 2024.
6. Bonner Springs-Edwardsville Chamber of Commerce members have priority over non-Chamber members, if application and payment is received by June 1, 2024.
7. Full payment must be made at the time the application is approved. Payments can be made via a [link for payment that will be sent to vendors once their application is accepted](#). Beware of scams! We do not offer payment by Venmo, PayPal or other non-secure method!
8. There is a \$35 returned check charge if the Chamber approves your payment by check in advance.
9. A Vendor Setup Information email will be sent to all approved vendors by August 10, 2024. PLEASE READ THIS MATERIAL.
10. The vendor space is non-transferable and non-refundable. Tiblow Days is rain or shine. In the unfortunate event of inclement weather, no refunds will be issued for a weather-related cancellation.
11. Vendors will receive a Final Setup informational email (final check-in times, location, etc.) approximately one week before the event.
12. Approved vendors, who can no longer attend, must contact the Vendor Coordinator as soon as possible (Cell – 913-276-8724). Absences, or abandoned booths, will result in forfeiture of current booth and attendance at future year festivals.
13. Only the items indicated on the application will be allowed to be sold at the festival. Any violations may be asked to leave immediately and will not be allowed to return in future years.
14. Vehicles are only allowed in the festival area for loading and unloading during specific times. No vehicles are allowed inside the festival and/or vendor area during festival hours. Any violations are subject to immediate removal of vendor space and jeopardize not being allowed to return in future years.
15. Vendors must set up during the specified time and at the assigned booth location. This information will be available in the vendor packet sent out prior to the festival.
16. Booths on 2<sup>nd</sup> Street will be assigned to vendors who are committed to being at the festival on both Friday night (5 p.m. to 10 p.m.) and Saturday (9 a.m. to 10 p.m.). Vendors on 2<sup>nd</sup> Street cannot leave the area and pack up – there is too much foot traffic for it to be safe for the public.
17. All booths are REQUIRED to be open on Saturday from 9:30 a.m. to 5:00 p.m. but may stay open as late as 10:00pm. There will be musical entertainment on Friday and Saturday evenings.
18. Vendors who leave prior to 5:00 p.m. on Saturday will be subject to a denied application in future years.

19. For booths not on 2<sup>nd</sup> Street, tear down can begin at 5:00 p.m. on Saturday but vehicles are not allowed in the vendor area.
20. Generators are only allowed for food trucks and must be preapproved during the application process. Silent/solar generators are allowed by non-food truck vendors but they cannot be loud or gas powered.
21. Limited electrical outlets are available. All outlets are 7-10 amps. There are no 220-volts or 30-amp outlets available. Maximum of two electrical plugs per vendor.
22. Music and other sounds are prohibited from vendor booths and food trucks unless prearranged.
23. Food and drinks are not allowed to be distributed to festival guests at no cost unless prearranged during application process (water can be handed out without approval needed).
24. "Free" items are strictly prohibited unless prearranged during application process.
25. Alcoholic beverages are only permitted in designated areas.
26. No illegal substances of any kind will be permitted.
27. No carnival, garage sale, flea market type items or booths permitted.
28. Vendors purchase a pavement space at Tiblow Days (and electricity when applicable). No other items are provided. Suggested items to bring include, but not limited to, a 25-50' heavy-duty extension cord, easy-up tent, tables, chairs, shelving, signage, marketing materials, blocks/sandbags, umbrellas, raincoats, trash bags and wagon/cart/dolly for easy loading.
29. All booths must be kept clean of litter/trash throughout the entirety of the festival. Food vendors need to properly dispose of food items, leftovers, etc. Trash bags are not provided.
30. Booths must be self-contained. There will not be room to walk-around between booths. If you need additional space for trailers, tables, etc., please request more than one space during the application and payment process. A fee for each space will be required.
31. It is the responsibility of the Independent Consultants to follow their business rules in regard to festivals and events.
32. The Bonner Springs-Edwardsville Area Chamber of Commerce and/or the Tiblow Days Committee members, are unable to assist with loading, unloading, setting up, errands, etc.
33. The Bonner Springs-Edwardsville Area Chamber of Commerce and/or the Tiblow Days Committee, and/or the City of Bonner Springs, KS are not responsible for any lost, damaged, stolen items, or accidents, injury, or illness.
34. The Bonner Springs-Edwardsville Area Chamber of Commerce, Tiblow Days Committee and/or the City of Bonner Springs, KS are not responsible, nor do we collect sales tax to remit to the State of Kansas. The Kansas Department of Revenue requires us to submit a list of all vendor names and addresses. It is the responsibility of every vendor to comply with all state and local sales tax laws.
35. Answers to most questions can be found at the Tiblow Days webpage at [www.tiblowdays.com](http://www.tiblowdays.com).
36. Any additional questions should be directed to the Vendor Coordinator at [mgilliland@bonnersprings.org](mailto:mgilliland@bonnersprings.org) or cell (913) 276-8724.