

# Deck The Park

## Food & Retail Vendor Application

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

List items to be sold: \_\_\_\_\_

Type of Booth:

Retail Sales \_\_\_\_\_

Activity/Information \_\_\_\_\_

Food \_\_\_\_\_ Food Truck \_\_\_\_\_ Food Trailer \_\_\_\_\_ Food Tent \_\_\_\_\_

Length of food truck, trailer, or tent: \_\_\_\_\_

**Vendor space is free (12' X 15')**  
Limited to 2 vendors per day.

**\*\*Vendors are encouraged to decorate booths and food trucks for the Holiday Season\*\***

**(Individual and/or businesses selling any type of product must attach a current copy of their City of Madisonville business license. Any business selling food must be compliant with City of Madisonville Restaurant Tax.)**

# Dates and Times

Register for event date(s) (mark all that apply)

Friday, November 25  
4:00 - 9:00 PM

Saturday, November 26  
4:00 - 9:00 PM

Sunday, November 27  
4:00 - 9:00 PM

Friday, December 2  
4:00 - 9:00 PM

Saturday, December 3  
4:00 - 9:00 PM

Sunday, December 4  
4:00 - 9:00 PM

Friday, December 9  
4:00 - 9:00 PM

Saturday, December 10  
4:00 - 9:00 PM

Sunday, December 11  
4:00 - 9:00 PM

Friday, December 16  
4:00 - 9:00 PM

Saturday, December 17  
4:00 - 9:00 PM

Sunday, December 18  
4:00 - 9:00 PM

Friday, December 23  
4:00 - 9:00 PM

Friday, December 30  
4:00 - 9:00 PM



# Waiver and Notice

In exchange for requesting participation as an exhibitor in the Christmas Bazaar at the City Park, I affirm and agree to hold harmless the City of Madisonville and any and all organizations that may be a sponsoring entity of the event, their respective directors, officers, agents, and assigns from any and all loss, claim, action, suit or liability to third persons (including attorney fees and trial and appeal), from any cause whether directly or indirectly related to this event or this agreement including, but not limited to claims for injury to persons including death or destruction of property; whether intentional, negligent, or consequential as a result of any act or omission of yours, or the officers, directors, employees, or agents of your business or organization participating at the Christmas Bazaar.

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Signature of Authorized Representative

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Date

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Printed Name of Authorized Representative

Application Received and Approved: \_\_\_\_\_

# Vendor Guidelines

Please Initial

\_\_\_Set up and tear down instructions will be provided for each event. Vehicles are not allowed in the vendor area and must be parked in a different location.

\_\_\_Vendors will be given their location during check-in on the date of the event. Due to the varying nature of each event, vendor locations may be changed.

\_\_\_Food Vendors must supply all equipment necessary for operation including trash receptacles, tables, chairs, tents, leveling items and quiet run generators (under 75 decibels). Ground stakes are not allowed, and all tents must be secured with proper ground weights as needed. Any generator deemed too loud or unsafe will not be allowed to operate. Power will be provided for retail vendors at the venue.

\_\_\_All cooking oils, grease, etc. must be captured and contained so they do not drip, spill, or otherwise distribute on the grounds of the venue. All cooking grease/oils must be disposed of off-site and not poured down gutters or drains or placed in the trashcans.

\_\_\_Any vendor distributing food items must follow all guidelines enacted by the Hopkins County Health Department.

\_\_\_It is the Vendor's responsibility to obtain any and all necessary permits, license, etc. as required by local, state or federal law. This including a 2022 City of Madisonville business license if applicable.

\_\_\_I attest that I have read and understand all the rules and regulations for participation as a vendor in the Christmas Bazaar at the City Park and that I am authorized to act on behalf of the following organization in submitting this application.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Authorized Representative



# Vendor Information

- Local vendors are given first priority; however, consideration will be made to ensure various foods are featured at each event.
- Applications are due by Friday, November 11, 2022, at 4:00pm. Vendors will receive notification of application status by Friday, November 18, 2022.
- Applications can be submitted with current copy of City of Madisonville business license to City Hall-67 North Main Street Madisonville, KY.

For additional information or questions please contact:

City Hall: (270) 824-2100  
[lbess@madisonvillegov.com](mailto:lbess@madisonvillegov.com)