

Falls City Hot Air Balloon Festival

Saturday, June 17th, 2023

5pm to 10pm

Forms must be returned by March 6th.

Due to the high interest in our festival and limited space, all vendors must apply and then be approved to avoid having duplicates of products offered. Please feel free to include pictures of your set up and a menu offering. If your application is approved you will be notified by March 8th. Once approved, payment must be received by March 31st to hold your spot.

Part 1 Exhibitor Information

Company Name _____

Primary Contact Name _____

Address _____ City _____

State _____ Zip Code _____ Phone _____

E-Mail _____

Listing of food/beverage served _____

Describe your set up (Trailer size, table & tent space needed, etc.) _____

Part 2 Space Requirements

Standard Vendor Fee: \$150
Space will be at least a 20x10 space, potentially on grass
Do you have any additional requirements? _____

Electrical Use: add \$25.00
NOTE: Due to the location of our event, we HIGHLY recommend you operate off your own generator power.
Please estimate the amp usage you will need. _____
What type of appliances will you be running? _____

Water Hook Up: add \$25.00
Will you need a water hook up for continuous water supply? _____

Part 3 Contract Agreement

Payment of Space: If your application is approved you will be notified by March 8th. Once approved, payment must be received by March 31st in order to secure your spot. All monies paid shall be retained by Falls City Chamber of Commerce. In the event the Exhibitor fails to fulfill or violates its contract, or withdraws from the festival, the respective booth space shall immediately revert to festival management.

Requirements: We will need proof of liability insurance and your food service permit. We must have a copy of your state license **with your initial application**. Capabilities to service 500 people with a minimum of 2 workers on site. There will be up to 4,000 total attendees.

Penalties: Failure to comply with any of these rules can result in ejection from the 2023 Hot Air Balloon Festival or being prohibited from exhibiting in future festivals. Penalty is at the sole discretion of Falls City Chamber of Commerce & Main Street.

Cancellation of Booth Space: If vendor withdraws contract it shall forfeit all monies paid and to the use of any contracted space. This event is very dependent on the weather in the fact that the balloons cannot fly in any sort of precipitation or in wind over 10mph. The Falls City Chamber of Commerce reserves the right to cancel the event due to weather. **THERE WILL BE NO REFUNDS.**

Set Up: All event activities and vendor space are outdoors so prepare accordingly. Set-up will be restricted to Saturday only. The grounds will open at noon and you must be on site by 3 pm and booths must be ready for service by 5 pm. Tearing down before 10 pm is NOT ALLOWED.

Liability: Vendor hereby assumes responsibility for and agrees to indemnify, save and hold harmless, the Falls City Hot Air Balloon Festival, The Falls City Chamber of Commerce & Main Street and their managers, officers, directors, members and sponsors.

Miscellaneous: There is no Wi-Fi and cell phone service can be spotty so we encourage event attendees to bring cash for all purchases. This event is very dependent on the weather in the fact that the balloons cannot fly in any sort of precipitation or in wind over 8 mph.

Please return form to: Falls City Chamber of Commerce 1705 Stone Street Falls City, NE 68355
or by email: directorccms@sentco.net

Forms must be returned by March 6th.

If mailing, please call to confirm receipt. If e-mailing a verification email will be sent upon receiving.

Signature on contract signifies that the representative has read and agrees to the Falls City Hot Air Balloon Festival Rules & Regulations and is an authorized representative for the exhibiting company.

Signature _____ Date _____

Print Name _____

For Office Use Only Amount Paid _____ Date _____ Booth# _____ Proof of Insurance _____ Valid Food Service Permit _____
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