

## **GENERAL TERMS AND CONDITIONS**

1. **EXHIBIT SPACE:** Booths will be assigned on a first come first serve basis. The Celebration of Nations committee reserves the right to limit the number of exhibitors in any one category. Celebration of Nations reserves the right to deny applications that do not promote the goals of this multi-cultural event. Payment for booth space must be received prior to the event.
2. **SET UP, TEAR DOWN & DURATION:** All booths are to be set up by 10:00 am Saturday and must remain open until 4:00 pm. Early departures and late set ups are disruptive and present a safety hazard to the public, and a security problem. **All tents must be secured against the wind with tie downs/weights.** For security purposes, vehicles cannot enter exhibit areas during the hours of operation. All vendors are responsible for their own trash and waste, any waste or spills must be cleaned up prior to the end of the event. If waste and spills are not properly cleaned, an additional \$50.00 fee will be charged. **IF COOKING WITH CHARCOAL, VENDOR MUST BRING A METAL CONTAINER WITH A LID FOR HOT ASH/COAL REMOVAL!** This type of container can be purchased on Amazon.com.
3. **ELECTRICITY:** Vendors are expected to use available power. Access to power is included for an additional fee at the time of registration. The suggested combined draw of appliances is 20 amps per booth. Maximum amperage per booth is limited to 40. Only appliances listed on your registration form will be allowed to be used at your booth. **NO ADDITIONS ALLOWED! NO EXCEPTIONS!** Electrical outlet access could be up to 50 feet from your assigned booth location. Vendors must provide their own extension cords and power strips. Extension cords should be a minimum of 12 gauge and designated for outdoor usage. All cords must be in good condition and should not have any defects or damage.
4. **ARRANGEMENT OF BOOTH & DISPLAYS:** Displays must not protrude beyond assigned area. Peddler's Permits and Health Permits must be displayed in a prominent position on the booth for City officials to view. (Non-profit vendors do not need a Peddler's permit, but if they are serving/selling food and/or beverages, they do need a health permit.) Celebration of Nations is a cultural event. If groups or individuals engage in activities with a political or divisive agenda, they will be dismissed from the event. The sale of items from booths should be passive; moving away from your booth to promote your services or actively soliciting pedestrians is strictly prohibited. Layout of the event, including vendor locations, is at the discretion of event management and is subject to many factors including crowd movement, booth/electrical needs and attendee experience. Prices of items sold must be prominently displayed. They should be clear and easy to understand. If you will have paper handouts at your booth, please have something to prevent them from blowing away, in case it is a windy day.
5. **STAFFING:** Exhibitors are required to staff their booth at all times. It is the vendor's responsibility to keep their area clean and orderly throughout the event. Booth staff are required to refrain from the use of alcohol, tobacco and profanity during vending hours. The sale of items from booths should be passive; moving away from your booth to promote your services or actively soliciting pedestrians is strictly prohibited.

6. **CANCELLATION POLICY & RETURNED CHECKS:** No refunds issued after September 16, 2022. A \$35.00 charge will be administered for all returned checks.
7. The City of Rolla, Missouri University of Science and Technology and UM Board of Curators, or Celebration of Nations Committee shall not under any circumstances be liable or responsible for any loss, damage, theft or destruction caused to any goods, equipment or any other property belonging to the exhibitor.
8. The City of Rolla, Missouri University of Science and Technology and UM Board of Curators, or Celebration of Nations Committee shall not under any circumstances be liable or responsible for any damage, loss or injury suffered by the exhibitor or his/her employees or agents or by any other person associated with or related to the exhibitor by reason of any change in the date, time or place of exhibition or the abandonment thereof.
9. Celebration of Nations prohibits the sale and or use of the following; alcohol and tobacco, firearms, knives or items that look like weapons, glass containers for beverages or food and promotion of services, consultation or products installed or delivered at a later date.
10. The exhibitor shall be liable for all loss, damage, injury, claim cost and expenses caused to any person or property in any circumstances whatsoever by the exhibitor, his/her employees, or agents or the goods, exhibits, fitting, machinery and other property belonging to the exhibitor for which the exhibitor is responsible and the exhibitor hereby agrees to indemnify the City of Rolla, Missouri University of Science and Technology and UM Board of Curators, or Celebration of Nations Committee in respect of any such loss, damage, injury claims, cost and expenses as aforesaid and all or any infringement of copyright or breach of license.
11. If the City of Rolla, Missouri University of Science and Technology and UM Board of Curators, or Celebration of Nations Committee should be prevented from holding the show by any cause beyond its control or if it cannot permit the exhibitor to occupy their rented space due to circumstances beyond their control including, but not limited to, civil disobedience, inclement weather, acts of GOD, etc., the City of Rolla, Missouri University of Science and Technology, or Celebration of Nations Committee shall have no obligation or liability to the exhibitor.
12. Any contractual agreement made between an exhibitor and any supplier shall be between those parties and the City of Rolla, Missouri University of Science and Technology and UM Board of Curators, or Celebration of Nations Committee shall not be a party thereto nor incur any liability on behalf of any one exhibitor in such contractual arrangement.
13. Exhibitors must comply with all additional health and safety measures and/or requirements instituted as a result of COVID-19 and acknowledge the event may be cancelled due to COVID-19 public health and safety concerns.

**Food Handling:**

All food vendors are required to obtain a Phelps County Health Permit or Temporary Health Permit to participate. (To obtain a Temporary Health Permit, visit the [Phelps County Health Department](#) at 200 N. Main, Suite G51, Rolla, MO.) All food vendors must follow [Missouri Department of Health and Senior Services food handling guidelines](#). Free COVID-19 health and safety training for food service workers is available at: <https://www.servsafe.com/freecourses>.