



Maple Leaf Festival – October 17<sup>th</sup> & 18<sup>th</sup>, 2009
Food Booth Reservation Form
Baldwin City Area Non-Profit Groups Only

Organization NAME \_\_\_\_\_

(Please be consistent and use the same names on all correspondence.)

Name of Contact individual \_\_\_\_\_

Street or P. O. Box \_\_\_\_\_

City, State and Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_
(include area code)

What food items will you serve? Please list all.

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Number of spaces requested \_\_\_\_\_ Tent size (outdoor booths only) \_\_\_\_\_

I will attend: Saturday \_\_\_\_\_ Sunday \_\_\_\_\_ Both \_\_\_\_\_

Booth Location preference: Outdoor \_\_\_\_\_ Indoor \_\_\_\_\_ No preference \_\_\_\_\_

If indoor space unavailable, assign outdoor space? \_\_\_\_\_

Electrical outlet (120 volt- 20 amp), if available? Yes \_\_\_\_\_ No \_\_\_\_\_ (additional cost applies- see Fees)

Comments and requests for consideration when assigning booth location:

\_\_\_\_\_
\_\_\_\_\_

Release of Liability: (All persons having a booth must sign.)

I agree to hold harmless (not responsible) the Baldwin City Community Maple Leaf Planning Association, Inc., for accidents or for lost or stolen goods or property.

I have read and also agree to abide by all rules set forth on this document by the Baldwin City Community Maple Leaf Planning Association, Inc.

Signature of Food Vendor(s) \_\_\_\_\_ Date \_\_\_\_\_

- Send application and payment to: Maple Leaf Festival, P. O. Box 564, Baldwin City, KS 66006
Please make checks payable to: MAPLE LEAF FESTIVAL FUND

FOR OFFICE USE:

Date Received \_\_\_\_\_ Check/Money Order-Number and amount \_\_\_\_\_

Electrical Request \_\_\_\_\_ Electrical Payment Included \_\_\_\_\_

Accepted \_\_\_\_\_ Refused \_\_\_\_\_ Notification Sent \_\_\_\_\_

Booth Number Assigned \_\_\_\_\_

## **FOOD BOOTH RESERVATION INFORMATION**

- **Food booth fees are \$10.00 per square foot** (eg., a 10 x 10 foot booth = \$100.00, 20 x 10 = \$200, etc.)
- **Electricity: \$25.00 per 100 square feet of space**  
(Spaces with electrical outlets are limited. ONE 120 volt 20 amp duplex outlet may be requested and, if available, this charge will be required in addition to the booth fee.)

## **ADDITIONAL INFORMATION**

- We accept food booth applications from Baldwin City area non-profit groups only.
- Your paid reservation is required by June 1, 2008. We have a great demand for booth space and *your timely response is essential*. A receipt for your booth location will be sent to you as a confirmation after August 1, 2008. Retain this confirmation form for your records. If you are not selected, your booth fee will be refunded.
- The Maple Leaf Festival *does not* charge a percentage of your sales.
- The fees for all spaces (including electrical payment) must be included with your application. Returned checks, for any reason, will be grounds for removal from this and future Maple Leaf Festivals.
- There are no refunds for cancellations less than 30 days prior to the Festival.

## **QUESTIONS?**

If you have questions, please e-mail: [booths@mapleleafestival.com](mailto:booths@mapleleafestival.com). Please include your name, address, phone number (including area code) and your question. We ask that you please be patient as we are all volunteers with job and family commitments. We will respond as quickly as time and schedules permit.

*Proceeds from this event help to support youth activities and community groups in Baldwin City. We thank you for your support and assure you that we make every effort to make this show a success for you.*

*Maple Leaf Festival Booth Committee*