



**7<sup>th</sup> Annual  
"Old West OctoberFest"  
Lexington, Missouri  
Saturday, October 7<sup>th</sup>  
9:00am - 4:00pm**

Dear Festival Exhibitor,

The Lexington Area Chamber of Commerce is excited to announce the 7<sup>th</sup> Annual Old West OctoberFest. Spread the word, bring the entire family. Fun and entertainment for everyone.

Enjoy live music and entertainment in our scenic historic downtown while shopping with our local merchants and event vendors. Hop on our trolley for a tour of Lexington history and possibly witness an old west bank robbery. Riding ponies, building scarecrows and playing in our bounce houses are just a few events for the kids. Visit the annual Fine Arts and Photography Show hosted by the Lexington Arts Council.

Booth spaces available on a first come, first served basis. Vendors should submit a signed application and payment by August 31st. Confirmation and location of your booth will be sent to you prior to the festival. The enclosed Vendor Registration Form describes the fee for each 10' x 20' OctoberFest booth space.

We have enclosed a copy of the registration form along with the Old West OctoberFest rules. Please review these documents in detail and be familiar with their contents. These forms can also be downloaded by following the link at our web site: [www.historiclexington.com](http://www.historiclexington.com)

Please do not hesitate to contact us with questions.

*Christy Todd*  
*Whitnee Maycock*

Old West OctoberFest Committee Co-Chairs  
Lexington Area Chamber of Commerce  
1016 Main Street, Lexington, MO 64067  
[chamber@historiclexington.com](mailto:chamber@historiclexington.com)  
660-259-3082

*We can't wait to see you at the 2023 Old West OctoberFest!*

# 2023 EXHIBITOR/VENDOR APPLICATION FORM

Business Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_ Owner Phone Number: \_\_\_\_\_

Description of merchandise/services:  
 \_\_\_\_\_  
 \_\_\_\_\_

**\*\*BOOTH/VENDOR RENTAL SPACE IS 10'x20'\*\***

Lexington Chamber of Commerce Member (Business-related merchandise)	No Charge	_____
Food and Drink Vendor	\$75.00	_____
Craft Vendor	\$50.00	_____
Corporate Vendor (Siding, Windows, Water Treatment, Bathtubs etc.)	\$150.00	_____
Electricity: 110 V 30 Amps	\$20.00	_____
Electricity: 220 V 30 Amps	\$30.00	_____
Food Vendor Refundable Deposit:	\$50.00	_____
Additional Booth Rental Space (10x10)	\$25.00	_____

**TOTAL AMOUNT:** \$ \_\_\_\_\_

### CONTRACT AGREEMENT

The exhibitor will assume responsibility for his/her own exhibit and agree to relieve the Lexington Area Chamber of Commerce, the Old West OctoberFest Committee, and the City of Lexington of liability for any damages beyond due care, including claims for loss, damage, or injury. The exhibitor is responsible for insurance on his/her merchandise and equipment at his/her own expense. This agreement includes public liability and/or comprehensive general liability. The exhibitor is solely responsible for the selling of his/her items and other conduct of business. The exhibitor is solely responsible for his/her person and property during said exhibit. The exhibitor is responsible for collecting and reporting any/all applicable sales tax. The application for entry constitutes an agreement on the part of the exhibitor that he/she accepts the above statements as detailed. The Old West OctoberFest Committee reserves the right to refuse/cancel any registration in violation of this contract agreement. The exhibitor understands and agrees there will be absolutely no refunds given by the Old West OctoberFest for inclement weather or any other reason. Post-dated checks will not be accepted. By signing this contract, the exhibitor states that they have read and agree with the terms listed on this form and the Exhibitor Rules and Regulations.

Signature of Exhibitor \_\_\_\_\_ Date \_\_\_\_\_

**Please return this application form with payment made payable to:  
 Lexington Area Chamber of Commerce, 1016 Main Street, Lexington, MO 64067  
 Email - [Chamber@HistoricLexington.com](mailto:Chamber@HistoricLexington.com)**

# 2023 EXHIBITOR/VENDOR RULES & REGULATIONS

The Annual Old West OctoberFest, sponsored by the Lexington Area Chamber of Commerce, will be held Saturday, October 7<sup>th</sup>, 2023 with numerous events planned. General rules for exhibitors are as follows:

- Booth spaces are 10'X20' and located on Main Street in downtown Lexington. Set up begins at 7:00am, Saturday, October 7<sup>th</sup> and must be completed by 8:30am. Please do not park on Main Street except short term to unload. No vehicles will be allowed into vendor area after 8:30am. Vendors will be directed to his/her booth upon arrival at the festival by a committee member. All vehicles not involved in the booth must be moved off the street during the festival hours.
- With prior approval, canopies and tables may be set up after 4:00 p.m. Friday evening or as soon as your space is clear of traffic or obstructions.
- **Old West OctoberFest hours are Saturday, October 7<sup>th</sup>, from 9:00 a.m. to 4:00 p.m.**
- Booth rentals are 20 feet wide and 10 feet deep. If your display takes up more than 20 feet, you will be charged for an extra booth space. **Additional cost will be \$25.00**
- Electricity is available on a limited basis for an additional cost. 110 v – 30-amp for \$20 per outlet and 220 v – 30-amp outlets for \$30 per outlet. No special arrangements will be made by the festival for any vendor. PLEASE PROVIDE YOUR OWN ADAPTORS and EXTENSION CORDS. POWER BOARDS CAN NOT BE ALTERED TO ACCOMODATE DIFFERENT PLUG- INS.
- Exhibitors must furnish their own table, chair, tent, etc., and all items must stay within bounds of your space.
- Due to problems with clean up upon tear down, a \$50 deposit is required for all food vendors. Please write a separate check for that amount. At the completion of the festival, each booth space will be inspected by a Festival Committee Member. If the space is in the same condition as it was upon arrival, the deposit will be refunded. If the area is not clean, the check will be kept and used for cleanup costs. This will include any area behind the booth that the vendor used for working/cooking. Please collapse empty boxes before disposing of them. Trash receptacles will be located throughout the festival area. Clean up crews will be around to empty them periodically.
- The OctoberFest Committee reserves the right to exclude or limit certain types of exhibitors/vendors. At no time shall an exhibitor display (for sale or otherwise) materials which in the sole judgment of the festival committee, shall be deemed obscene, dangerous or unlawful.
- Booth rental fee and any applicable electrical hook-up fees must be paid at time of application. A separate refundable \$50 deposit by food vendors is required. No post-dated checks will be accepted. Applications received without payment will not be processed. Signed application and payment should be mailed to:

**Lexington Area Chamber of Commerce, 1016 Main Street, Lexington, MO 64067**

**Email - [Chamber@HistoricLexington.com](mailto:Chamber@HistoricLexington.com)**

**660-259-3082**

**The Chamber of Commerce will not be held responsible for lost or misdirected mail.**