



The Kingsmen of Route 66

PO BOX 6211
KINGMAN, ARIZONA 86402



VENDOR APPLICATION PACKET

Thank you for your interest in being a vendor. The following packet details requirements and procedures for participating in our events. The checklist is provided for your convenience.

ALL VENDORS: to provide for better value to you and our patrons, efforts will be made to minimize duplication in items offered. This does not guarantee in any way that duplication may occur for any category of products. Opportunities are limited – applications will be reviewed as received. You will be called once approved.

REQUIREMENTS:

- No sales of soda, water, popcorn, and/or pretzels – these items are specific items sold by the Kingsmen Snack Shack
- All vendors must be self-sufficient – we do not supply: electricity, water, Wi-Fi, etc.
- Must have all required applicable State, County, and City permits/licenses.
- Provide Certificate of Liability Insurance – with Kingsmen of Route 66 LLC named additional insured, and certificate holder (your insurance agent will help you) Must include: per occurrence - \$1M, General Aggregate - \$2M, etc.
- Provide contact information including the person responsible on site (that may be contacted 24 hours day during event if needed)
- Vendor Application Packet and Payment must be received no later than close of business Thursday, September 18th. No refunds will be given after this date.
- NO SMOKING OR VAPING IN ANY EVENT AREAS – step out to parking lot.
- NO WEAPONS/FIREARMS – we have onsite Law Enforcement and security.

Procedures and Information:

- Vendors will be able to enter and set up on Thursday, September 25th starting at 8am. Tear down will be allowed as soon as last guest has cleared the arena area for safety following the last performance.
- Vendor area is secured after event hours however the Kingsmen are not responsible for vendor items. Please take measures to secure your vendor booth prior to leaving.
- No vehicles will be allowed in vendor area starting 30 minutes prior to gates opening. Additionally, no vehicles will be allowed until *ALL guests* have left the arena and vendor areas.
- No overnight stay is permitted in the vendor area. If you desire to stay overnight at the Fairgrounds, contact Mohave County Parks for reservations. RV camping is available including full hookups. (current pricing \$20 dry/\$40 full) - Mohave County Fairgrounds Office – 928-753-8620 westbs@mohave.gov
- Booth sizes are 10x10 for general merchandise and 10x20 for food vendors.

VENDOR APPLICATION

CONTACT INFORMATION:

Contact Name: _____ Alt/Onsite* (if different): _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Onsite Phone*: _____ Email: _____

Booth Size:

- ☐ Food Vendor: 10x20 \$200/wknd
- ☐ General Booth 10x10 \$100/wknd
- ☐ Double Booth 10x20 \$200/wknd
- ☐ Specialty Booth Contact us for pricing.

Booth Information/Specifications:

Will you be using a generator: ☐ Yes ☐ No

Will you have music: ☐ Yes ☐ No

Type of Products/Services offered: _____

Special needs or requests: _____

Vendor Checklist

Required:

- Application Completed
- Fees Paid
- Insurance Certificate with Named Additional Insured
 - Kingsmen of Route 66 LLC
 - PO Box 6211
 - Kingman, AZ 86402
- Applicable Licenses and Permits
 - State
 - County
 - City
- Contact Information provided
 - Business
 - On Site Representative
- Arrival and setup schedule starting: September 18th between 8am and Noon.

Additional:

- Product on hand/available
- Payment Devices/Systems Setup and Ready
- Tables/Chairs (as needed)
- Fixtures (as needed)
- Easy up/Pop-up Tent (as needed)
- Personnel Scheduled
- Special Needs