



*Saturday, June 18<sup>th</sup>, 2022 at Washington Park from 10:00am to 7:00pm*  
Washington Park located 400 N. High, Oklahoma City, OK 73111

***Juneteenth Festival Artist Vendor Form***

Cost only \*\$75.00

**\*Deadline to Register for Vendor-Wednesday, June 10<sup>th</sup>, 2022**

COMPANY NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

Email Address: \_\_\_\_\_

WK (\_\_\_\_\_) \_\_\_\_\_ HM (\_\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_\_) \_\_\_\_\_

**General Guidelines & Information for Special Event Vending:**

\*Please see important disclaimer at the bottom of this page:

- There will only be (1) point of purchase location for the festival that will be run by Perry Publishing & Broadcasting Company
- Artist Vendors can ONLY sell Artwork, i.e., Pictures, Sculptures, and prints.
- With Artist Vendor booth you cannot sell T-shirts, Food, hats, pens, etc.
- Only full-service restaurants, fast food, and licensed food vendors will be considered for participation in any Juneteenth Festival Special Events.
- All food vendors who do not have an annual license will need to apply for and purchase a temporary event license on site at the event.
- Participating food vendors must comply with the rules and regulations of Oklahoma City -County Health Department and any other governmental body with jurisdiction over any Juneteenth Festival event.
- Participating food/Non-food, and Artist vendors are responsible in providing tents, chairs, tables etc.
- Participating vendors who would like tents and tables provided will need to pay an additional cost.
- Electricity will not be provided. Vendors must provide their own electricity. Participants will be responsible for securing and/or paying for any special permits that may be required by the Juneteenth Festival or any other governmental agency.
- All vendors are required to have a Health Department permit cost \$59.00 & City of Oklahoma City permit cost \$59.00 made payable by money order or check on date of the event. Online payment: [www.occhd.org/about/make-a-payment](http://www.occhd.org/about/make-a-payment)



- <https://www.occhd.org/community/foodprotection/temporaryfood>
- Food, Artist, and Non Food vendors will keep 100 percent of sales and are solely responsible for paying their city, state and federal sales tax.
- Food vendors will be required to show proof of Comprehensive General Liability policy with Liability limits \$1,000,000 per occurrence and \$1,000,000.00 aggregates. The Juneteenth Festival and Perry Publishing & Broadcasting Company must be named as additional insured on these policies. The Juneteenth Festival must receive certificates of insurance with the vendor application.
- All vendors who have three (3) or more employees must provide a copy of Workers Compensation Insurance with liability limits of \$100,000.00
- Mobile Food vendors are required to show proof of Automobile Insurance on all owned or hired vehicles with liability limits of \$100,000.00/\$300,000.00 or \$500,000.00 CLS.
- Trailers will be considered for events, please provide picture with application.
- No items may be served in a glass container of any kind.
- **No vendors may serve or sell any beverages. If you are found selling any beverages, ice snow cones or slushes you will be removed from the Juneteenth Festival and will not receive a refund of your vendor fee**

Initial: \_\_\_\_\_

**List what you will sell at Festival:**

**I agree that I understand that I cannot sell any beverages and I must pass Oklahoma City County Health Department requirement to be a vendor and the fee to be a vendor is non-refundable. I also acknowledge by signing this form that I have read and understand it to its entirety.**

**Signature of Vendor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

The fee to be a vendor is non-refundable. If you plan to mail your registration form and fee, please do not mail cash. Make the Check, Money Order, or Cashier Check to **PERRY PUBLISHING & BROADCASTING COMPANY**. Any questions, in Oklahoma City please call at (405) 425-4100 M-F, during business hours 8:30am – 5:00pm. Please bring all money to PPBC, Inc. Attn: Juneteenth Festival 1457 NE 23<sup>rd</sup> in OKC, OK 73111.

Account Executive \_\_\_\_\_