

# City of Tuttle

## Home for the Holidays

Thursday, December 2nd, 2021

5:30-9:00 pm

Vendor Application

*Deadline for Application Form: Friday, November 12th, 2021*

*Limited space is available*

**PLEASE READ ALL REQUIREMENTS BEFORE SIGNING.**

Name: \_\_\_\_\_

Business Name/Organization: \_\_\_\_\_

Complete Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Type of craft, art, food, or personal wares  
etc. \_\_\_\_\_

*I understand the City of Tuttle will assume NO responsibility or accept liability for an exhibitor or exhibit at the 2021 Home for the Holidays Event Thursday, December 2<sup>nd</sup>, 2021.*

***Food Vendors please include a copy of your liability insurance with your application and payment.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail your completed form and payment to City of Tuttle, Post Office Box 10, Tuttle, OK 73089. You may also make a payment over the phone by calling (405) 381-2335. Please email [ariley@cityoftuttle.com](mailto:ariley@cityoftuttle.com) if you have any questions.**

Please include your tax id # \_\_\_\_\_

Confirmation of applications will be sent via email and information packets will be sent the week prior to the event. Sales tax will be collected at the information booth at the end of the event or before the vendor leaves unless vendors file on their own behalf (*most common*). Any questions can be sent to [ariley@cityoftuttle.com](mailto:ariley@cityoftuttle.com)

**Please select the type of vendor booth that you would like to reserve.**

Type of Booth/Fee	Quantity (Number of spaces requested)	Price
Food Truck/Vendor trailer NO POWER/WATER	_____	\$75
Food Vendor <b>Non-Profit Organization or Booster Club</b> NO POWER/WATER	_____	\$25
Regular Vendor Booth (10 x 10 space) NO POWER/WATER	_____	\$30
Special Booth (10 x 10) <b>Non-Profit Organization or Booster Club</b> NO POWER/WATER	_____	\$20 <i>FREE IF your non-profit or booster club provides a game for the kids to play (provide details)</i>

**\*All vendor fees are non-refundable after Nov. 15th, 2021.**

**\*Booths will be reserved upon receipt of payment on a first come, first serve basis.**

**\*Should the weather not cooperate, the show will be moved inside to City Hall located at 221 W. Main St. Tuttle, OK 73089 weather permitting the show will be outside at the same address.**

ANY VENDOR APPLYING AFTER THE DEADLINE WILL BE CHARGED AN ADDITIONAL \$30.00 PER BOOTH SPACE. DEADLINE IS FRIDAY, NOV. 12<sup>TH</sup>, 2021

Any special needs (NO POWER OR WATER): \_\_\_\_\_

Food Vendors Only: Please list the total area needed for your equipment setup (truck trailer length) and which side your serving window is on.  
\_\_\_\_\_

Food Vendors-Attach a copy of your menu for approval AND a copy of your liability insurance. NOT ALL food vendors will be accepted, we will only take one truck for each food type, example we will only have BBQ truck, one taco truck, one burger truck...Tuttle food trucks will be given priority as we are trying to keep it local HOWEVER we will not give priority to a Tuttle food vendor if a current vendor is a return vendor. Example taco truck A has been here 5 years straight, but Tuttle taco truck B wants to come, we will take A over B.

THIS EVENT DOES NOT HAVE POWER FOR VENDORS OR FOOD TRUCKS TO HOOK UP TO, PLEASE PLAN ACCORDINGLY, QUIET GENERATORS ARE PREFERRED OR A SOUND BLANKET. IF YOU WILL BE USING A GENERATOR AT YOUR BOOTH YOU MUST DISCLOSE IT, WE WILL ASK THOSE WITH GENERATORS TO SET UP IN A DESIGNATED AREA.