

# Family Night in the Park

## A Freedom Fest Event

May 20, 2019

Dear Vendor:

Greetings from Murray, Kentucky!

We are extremely excited to celebrate Freedom Fest 2019, with Family Night in the Park. This event is located at Central Park Thursday, July 4, 2019 from 6-9 PM. (setup no earlier than 2 pm). **This year we are allowing all vendors to set up and sell for FREE!!! Vendors can sell any food items or other items they may choose (must be approved by Director). Vendors are not allowed to sell drinks and snow cones during the event.**

Enclosed you will find the official Vendor Information Form. Also, the rules and regulations are included in which we encourage all participants to read thoroughly.

If you would like to reserve a booth, make sure you have enclosed the following:

If you have questions or concerns, please call the Murray Park office at 270-762-0325 or email Ryan at [ryan.yates@murrayparks.org](mailto:ryan.yates@murrayparks.org).

See you in July!

Thanks

Ryan Yates, Parks Director

# Family night in the park 2019 OFFICIAL ENTRY FORM

**(Please print)**

Name of Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone Number \_\_\_\_\_

(Day) \_\_\_\_\_ (Night) \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

E-Mail Address \_\_\_\_\_

(required): \_\_\_\_\_

Number of booths needed: \_\_\_1 OR \_\_\_2

Need Electricity: \_\_\_ Yes \_\_\_ No \_\_\_\_\_

Food Vendor \_\_\_\_\_ Non- Food Vendor \_\_\_\_\_

The electrical connection only covers one line coming out of the main box. **YOU WILL NEED TO SUPPLY YOUR OWN EXTENSION CORD(S) TO PULL POWER DIRECTLY TO YOUR BOOTH.** If you are using a power strip, you may be asked to limit the number of items you will run off one circuit. Other lines may be added to your booth at an additional charge.

Only 110 outlets are available. If you need a 220, you will need to bring a generator.

Detailed description of sale items or services offered at your booth:  
\_\_\_\_\_  
\_\_\_\_\_

We understand and acknowledge Murray/Calloway County Parks and Recreation rules and regulations and agree to participate under these regulations:

1. All booths are subject to Murray/Calloway County Parks and Recreation approval.

2. All participants must furnish all materials and supplies for their booth.
3. No tie-downs are allowed on street surface.
4. Booth construction must be sturdy and self-contained for public safety.
5. Booths will be inspected prior to opening.
6. Murray/ Calloway County Parks and Recreation will determine booth placement.
7. Murray/Calloway County Parks and Recreation will not be responsible for any accidents or mishaps of any nature.
8. Commercial vendors must submit a copy of a certificate of general liability insurance to be allowed to set-up. Please direct questions regarding insurance to the Murray/Calloway County Parks and Recreation office.

**\*PLEASE NOTE:** *Any vendors showing disrespect toward customers, other vendors, or Freedom Fest personnel will be asked to leave immediately without refund or opportunity to return in future years. Deadline to apply is **June 27, 2019**. After that date, please call 270-762-0325 to inquire about setup.*

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

# RULES AND REGULATIONS

The Murray/Calloway County Parks and Recreation is a public thoroughfare enjoyed and traveled year round by thousands of visitors. In order to protect this area, the Murray/Calloway County Parks and Recreation must establish the following rules and regulations:

If at any time these rules are not adhered to, the Murray/Calloway County Parks and Recreation reserve the right to expel them from the grounds and disqualify them for future years.

## 1. PROTECTIVE REGULATIONS:

(a) No holes should be made in any fashion into the pavement or surrounding areas. Tents should be anchored by using sand bags or weights. Stakes may not be used and nothing is allowed to be attached to the ground or utility poles. (b) No digging is permitted *anywhere*.

(c) Prohibited in festival area: golf carts, three or four wheelers, motorcycles, bicycles, skateboards, scooters and rollerblades. Motorized vehicles are allowed only while loading and unloading equipment during scheduled load-in and load-out hours.

(d) *Encroachment onto another vendor's area will not be tolerated.* There are no easements between areas. Your entire setup must fit within the area size you purchased on the vendor entry form. Measure your set-up, including overhangs, trailer hitches and the space needed for storage bins, tables, etc. No vendor may sell or barter any part of their area.

(e) The space in front of your area and the sidewalk is provided to allow the crowds to clear the way for emergency vehicles, and must remain clear of all obstructions. You may NOT incorporate this space into your area.

(f) Vendors will be held financially responsible for any damages caused to the Murray/Calloway County Parks and Recreation, or any structure, landscape, building, etc. within the festival area.

## 2. VENDOR CONDUCT AND PUBLIC SAFETY:

(a) Vendors / Owners will be held responsible for the conduct of their staff and guests that accompany them. We want each vendor to have a good time, and want a good atmosphere for all who attend. All vendors and their guests are expected to cooperate with all event staff, volunteers and other vendors. (b) Under no circumstances are alcoholic beverages to be consumed, served, or sold to the public. Any vendor serving alcoholic beverages will face penalties by the City of Murray and the Murray/Calloway County Parks and Recreation.

(c) If serving food, vendors will be required to have a bucket of water with bleach or other effective sterilizing agent located in their cooking area.

(d) No live music will be allowed in the individual booth areas at any time during the Festival.

(e) There shall be **NO** amplified music or loud noise during the fireworks or after 10 pm.

(f) Any vendor playing excessively loud music or other sounds will be requested to turn down the volume. The second legitimate complaint about excessively loud music will be considered as a violation of this section of the rules. Playing music with obscene lyrics is not allowed at any time. Please be considerate of your neighbors.

## 3. FREEDOM FEST REGULATIONS:

(a) The Murray/Calloway County Parks and Recreation reserve the right to make any additional regulations as the situation warrants. ALL decisions of the MCC Parks and Recreation are final. (b) In the event of bad weather conditions, the festival will still proceed and no refunds will be given. Be prepared if standing water in your area from rainstorms will cause a problem, please plan accordingly. (c) The MCC Parks and Recreation **WILL NOT** be held responsible for any theft, act of violence, or vandalism that may take place.

#### 4. CONTESTANT RESPONSIBILITIES:

- (a) Each vendor must furnish ALL materials and supplies for their booth. **Tables, tents, extension cords, etc. WILL NOT be supplied.** Ladders to reach electrical hook-ups will not be provided.
- (b) MCC Parks and Recreation will not aid in physically moving equipment or supplies. **Please remember to bring your handcarts and ladders.**
- (c) The only thing provided to the vendor is a chalked-off booth area. All vendors MUST adhere to all electrical, fire, and other codes set forth by the City of Murray and State of Kentucky.
- (d) Vendors are responsible for keeping their area clean at all times. Dumpsters will be at selected locations throughout the festival area. Please place your trash in these approved containers. Please remember that trash receptacles will not be provided *you must bring your own.*
- (e) Vendors are responsible for strict adherence to all rules and regulations of the Murray Police Department, Murray Fire Department, Murray/Calloway County/State of Kentucky Health Department and any other governing authorities. Feel free to contact any of these agencies with any questions you may have:

City of Murray 270.762.0350 (City Hall)

Murray Fire Department 270.762.0321

Murray Police Department 270.762.0311 (Jeff Liles, Chief of Police)

Calloway County Health Department 270.753.3381

#### 5. VENDOR PARKING:

MCC Parks and Recreation does not provide parking for vendors' vehicles or motor homes. No motorized vehicles may be parked in your booth area during Family Night in the Park unless the vehicle is an integral part of your set up. Motor home parking is available at Holly RV Park, located 3 to 4 miles from the festival area.

**Holly RV Park, 102 Parks St. Murray, KY 42071 Phone (270) 753-5652**

Lodging is available in area hotels please call the Murray Convention & Visitors Bureau for more information at 270.759.2199 or visit [tourmurray.com](http://tourmurray.com).

#### 6. UTILITIES AVAILABILITY:

- (a) **Water:** Water will be available in selected locations. Please bring containers to transport water. Connection of a hose to any water facet shall not exceed 5 minutes. There will be no direct water connections to individual booths.

**(b) Electricity:** Only 110 electric will be provided. If you need a 220, you must bring a generator for your booth.

**(c)** Power strips and heavy-duty extension cords are encouraged but you may be asked to limit the amount of items you have plugged into one circuit. You **MUST NOT** overload a circuit. **(d)** Generators brought due to 50 AMP requirements **MUST** be silent-running generators.

**(e)** Absolutely **NO** extension cords or electrical supplies will be provided. Vendors **MUST** bring their own supplies for electrical needs.

## **7. PAYMENT:**

**CHECKS** should be made payable to **The Murray/Calloway County Parks and Recreation**. No refunds will be made **once your application is accepted** whether you appear or not. If your application is not accepted, a full refund will be made to you.

## **8. ENTRY DEADLINE:**

**The deadline to enter is June 27, 2019.** Due to limited space, all vendors submitting are not guaranteed entrance to the Street Fair. Enter **SOON!** Applications will be accepted until June 27, 2019.

Murray Parks and Recreation Office  
900 Payne Street  
Murray KY, 42071

**APPLICATIONS MUST BE HAND DELIVERED, RECEIVED BY FAX OR THROUGH THE MAIL TO THE MURRAY/CALLOWAY COUNTY PARKS AND RECREATION. GET YOUR APPLICATIONS IN AS EARLY AS POSSIBLE. DO NOT MAIL OR FAX THIS APPLICATION TO ANY OTHER OFFICE.**

Within one week of receipt of valid application, verbal or written acceptance / non-acceptance will be given to the vendor. Booth placement will be determined by the Murray/Calloway County Parks and Recreation. Each vendor must sign and return the Statement of Understanding regarding rules, liabilities, regulations, and vendor responsibilities with their vendor entry form.

## **10. FESTIVAL DISCLAIMER**

**MCC Parks and Recreation reserves the right to reject any application. If your application is not accepted, your money will be refunded. However, no refunds of the application fee will be made. Any photos taken of your booth and responses to publicity questionnaires become the property of MCC Parks and Recreation, and may be used for promotional purposes.**

**Vendor agrees to indemnify and hold MCC Parks and Recreation, its employees, agents and volunteers not responsible, including, without limitation, all costs, liabilities, judgments, expenses, damages, or reasonable attorney's fees arising out of or in connection with (1) any structure erected by Vendor, (2) any apparatus, equipment, or personal property used by Vendor, (3) any act of omission on the part of the Vendor, its agents, invitees, participants, representatives, employees, servants and agents, and (4) any claims made on account or resulting from Vendor's participation in the contest.**

**THE MCC PARKS AND RECREATION RESERVES THE RIGHT TO MAKE ADDITIONAL**

**REGULATIONS AS THE SITUATION WARRANTS. ALL DECISIONS OF THE MCC PARKS AND RECREATION ARE FINAL. VIOLATIONS OF THE RULES AND REGULATIONS MAY RESULT IN EXPULSION FROM THE GROUNDS AND/OR DISQUALIFICATION FROM FUTURE PARTICIPATION.**

*If you would like more information, please contact the Murray Calloway County Parks and Recreation at 270-762-0325*