



**JUNE 18TH - 20TH, 2020**

**AN AFRICAN AMERICAN  
FESTIVAL COMMEMORATING  
THE ENDING OF SLAVERY IN  
THE UNITED STATES.**

**5TH  
ANNUAL  
FESTIVAL**

# **TULSA JUNETEENTH**

## **VENDOR APPLICATION**

WEBSITE | [WWW.TULSAJUNETEENTH.ORG](http://WWW.TULSAJUNETEENTH.ORG)  
EMAIL | [INFO@TULSAJUNETEENTH.ORG](mailto:INFO@TULSAJUNETEENTH.ORG)  
ADDRESS | P.O. BOX 3152  
PHONE | 918-764-8833



# Tulsa Juneteenth Vendor Application

Thursday, June 18th - Sunday, June 20th, 2020

Business "Vendor" Name: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street or P.O. Box City State Zip

Phone Number: \_\_\_\_\_ Alternate: \_\_\_\_\_

Email: \_\_\_\_\_ Other (if applicable) \_\_\_\_\_

OK State Tax ID# \_\_\_\_\_ Have you participated in our festival before? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Do you use a truck/trailer for your concessions? Yes: \_\_\_\_ No: \_\_\_\_ If yes, please give the size of your trailer & provide a photo: \_\_\_\_\_ Please describe your business and a list of items for sale in detail: \_\_\_\_\_

Website or Social Media Link (ex. [www.facebook.com/cifestival](http://www.facebook.com/cifestival)): \_\_\_\_\_

## Vendor Fees (please mark appropriate boxes)

☐ **Food Vendor** = \$350 per night

**Non-refundable deposit fee \$350 required**

☐ Thursday ☐ Friday ☐ Saturday

Amount Enclosed: \$ \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

☐ **Non-Food Vendor** = \$100 per night

**Non-refundable deposit fee \$100 required**

☐ Thursday ☐ Friday ☐ Saturday

Amount Enclosed: \$ \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

☐ Cash Enclosed ☐ Check Enclosed (Make checks payable to: **Tulsa Juneteenth Inc.**)

☐ Please charge my card Visa \_\_\_\_ Mastercard \_\_\_\_ Amex \_\_\_\_

Card Number \_\_\_\_\_ Exp Date \_\_\_\_ Security Code \_\_\_\_

For vendor questions please email  
[info@tulsajuneteenth.org](mailto:info@tulsajuneteenth.org) or call  
918-764-8833.

Please email or mail application.  
**Tulsa Juneteenth Inc.**  
P.O. Box 3152  
Tulsa, OK 74101

# 2020 Tulsa Juneteenth Vendor Guidelines

**Thursday, June 18th - Saturday, June 20th, 2020 from 6:00 pm to 11:00 pm**

1. Vendor spaces must be attended at all times.
2. Additional vehicles will not be permitted in the vending area for any purpose aside from unloading materials. All vehicles must be removed from vending area no later than 4pm on Friday and Saturday.
3. All vendors must keep their products and signs within their assigned vending spaces.
4. All food service vending establishments preparing and serving food to the public, must comply with Tulsa Health Department's regulations ([www.tulsa-health.org](http://www.tulsa-health.org)).
5. Vendors must supply their own tents, tables, methods of securing tents, water source, and generators for electricity. Due to safety concerns all electric cords must be secured to prevent pedestrians from tripping.
6. Tulsa Juneteenth is a rain or shine event, meaning vendors will assume all risks associated with adverse weather conditions. No refunds, credits or make-up dates will be given to vendors who choose not to attend for weather related reasons.
7. An Oklahoma sales tax number AND copy of license is required. The event is NOT responsible for collection of taxes. To obtain an application for a sales tax identification number, please call the Oklahoma Tax Commission at (405) 521-3279.
8. All vendors must bring disposable trash bags for cleanup. Each vendor is responsible for maintaining his/her area in a clean, neat manner throughout the day. Park trash cans are for customer use only.
9. Complaints or disagreements arising from a consumer of a vendor must be immediately reported to the Committee Member for Vending or a member of the Tulsa Juneteenth Festival staff.
10. Vendor complaints should be submitted in writing. Members and vendors are expected to conduct themselves in a professional manner and in accordance with these guidelines.
11. All vendors are expected to treat the festival staff and volunteers, other vendors, and customers with respect and without discrimination.
12. Verbal outbursts or inappropriate language is grounds for dismissal from the event. Noncompliance may result in loss of future vending privileges. If the vendor and venue rules are not followed this agreement may be terminated.
13. Vendors are expected to set up and tear down vending booths each day. Tulsa Juneteenth WILL NOT supply security for booths left unattended overnight and is NOT responsible for stolen or missing items.

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