

**MANHATTAN KS JUNETEENTH COMMITTEE – SUMMER CELEBRATION**  
**Saturday June 16, 2018 – Manhattan KS City Park**  
**2018 PARTICIPANT APPLICATION**

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**APPLICATIONS & PAYMENT MUST BE RECEIVED NO LATER THAN**  
**FRIDAY, JUNE 8, 2018**

**(This is NOT the postmark date – please allow sufficient time if you submit your application by mail)**

Food Truck Vendor  
\$ 50

Non-food Vendor  
\$ 30

Community Organization  
\$15

All information is required.

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

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

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

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

Phone Number (s) \_\_\_\_\_

Please list below what items you plan to sell/market/distribute information, please be specific:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you or anyone working with you on June 16<sup>th</sup>, 2018 currently on probation or parole for the commission of a felony?  Unknown  No  Yes if so, please explain briefly:

\_\_\_\_\_

\_\_\_\_\_

Will you need an electrical connection?  Yes  No

Will you bring a tent or canopy (tent size limited to 10' x 10')?  Yes  No

Will you need access to a water source nearby?  Yes  No

Do you plan to bring a generator?  Yes  No

Do you have any special needs that have not been addressed? If so, please explain:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**GENERAL INFORMATION**

- The participant coordinator assigns booth spaced based on order of completed application **AND** receipt of payment (no exceptions). Booth space will be provided in the grassy area west of the Wefald Pavilion and east of the ball field.
- All participants are expected to provide their own tables, chairs, canopies, extension cords, etc. The Committee is not responsible to provide anything other than space.
- If electrical hookup is needed, please bring a very long industrial extension cord to connect to the power source. This must be indicated on application.
- **Setup: 9:30 a.m. – 10:30 a.m.** Please enter the park from Fremont (one way street). Parking along the roadway will only be allowed for unloading and loading. Please unload quickly and then move your vehicle to the parking area west of the ball field.
- **Non-food vendors and community organizations are required to remain open from 10:00 a.m. until 4:00 p.m. Food vendors are required to remain open from 3:00 p.m. until the conclusion of the event at approximately 9:00 p.m.**
- The Manhattan Juneteenth Committee and Riley County Police Department reserve the right to reject applications and cease operation of vendor booths of persons currently on probation or parole for the commission of a felony.
- Generators are permitted however they **MUST** be quiet.
- It is the standard policy of the Manhattan Juneteenth Committee to continue festivities rain or shine as long as conditions are not hazardous to participants.

**TERMS AND CONDITIONS**

- The undersigned covenants and agrees to abide by all the rules and regulations set forth in the Participant Information Sheet as set forth by the Manhattan Juneteenth Celebration Committee.
- The undersigned further agrees and understands that the submission of this application constitutes a commitment to appear and show at the celebration and acknowledges that **no refunds will be made for cancellation by the undersigned for any reason after Friday, June 8, 2018.**
- The undersigned further agrees that neither the Manhattan Juneteenth Committee nor the City of Manhattan nor any sponsors of the Juneteenth Celebration will be responsible or liable for any lost, stolen, or damaged articles or merchandise owned by the undersigned during the festival.
- **The undersigned agrees that no refunds will be granted due to inclement weather, natural disaster, or cancellation after Friday, June 8, 2018.**
- We will NOT accommodate any late participant registration requests.
- Returned checks may incur an additional \$35 fee.
- Once application is received you will not be able to change.
- Confirmation will be sent via e-mail or mail.

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

Please retain a copy for your records. We accept checks, money orders, or cashier's checks payable to:  
Manhattan Juneteenth

**HAND DELIVER** your completed application (both pages) and valid payment method to:  
Douglass Community Center, 901 Yuma Street, Manhattan, KS 66502 **OR**

**MAIL** your completed application (both pages) and valid payment method to:  
Manhattan Juneteenth, P.O. Box 841 Manhattan, KS 66505-0841

P.O. Box 841 • Manhattan, KS 66505-0841 • 785-341-2921  
manhattankjuneteenth@gmail.com or www.manhattanjuneteenth.org