

MANHATTAN JUNETEENTH CELEBRATION & MUSIC FESTIVAL

Friday, June 16 – Manhattan City Park

Saturday, June 17 – Douglass Park & Manhattan City Park

2023 PARTICIPANT APPLICATION

APPLICATIONS & PAYMENT MUST BE RECEIVED NO LATER THAN

NOON ON FRIDAY, MAY 26, 2023 (no exceptions)

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

Space is limited to 15 non-food vendors/community organizations.

Applications will be approved on a first come, first served basis.

Non-food Vendor

Saturday, June 17, 9am-2pm – Douglass Park

\$30

Saturday, June 17, 5-8pm – Manhattan City Park

\$30

Community Organization

Saturday, June 17, 9am-2pm – Douglass Park

\$15

Saturday, June 17, 5-8pm – Manhattan City Park

\$15

All information is required.

Business / Organization Name _____

Address _____

City, State, Zip Code _____

Email Address _____

Contact Person (s) _____

Phone Number (s) _____

Please describe what items you plan to sell/market/distribute or information you plan to share. Please be specific: _____

Will you or anyone currently working with you be on probation or parole for the commission of a felony on June 17, 2023? Unknown No Yes. If yes, please explain briefly: _____

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

Do you have any special needs? Yes No

If yes, please explain: _____

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GENERAL INFORMATION

- Booth spaces will be assigned on a first come, first served basis upon receipt of a completed application **AND** payment in full (no exceptions). **On Saturday, June 17 booth space will be provided at Douglass Park and behind the bleachers associated with the Norvell Band Shell in Manhattan City Park as noted on the application form.**
- All participants are expected to provide their own tables, chairs, canopies, etc. The Manhattan Juneteenth Committee is NOT responsible for providing anything other than booth space.
- **Electrical hookups are not available at either Douglass Park or Manhattan City Park.**
- **SETUP: Saturday, June 17 at Douglass Park from 8:00-9:00 a.m.** Please use the parking lot between the Annex and the Flint Hills Breadbasket to unload and then move your vehicle to the grassy parking lot south of Pilgrim Baptist church. Parking will NOT be allowed in the Annex parking lot during the event. Parking is NOT allowed on Yuma Street. **Saturday, June 17 at Manhattan City Park from 4:00-5:00 p.m. for non-food vendors and community organizations.** Please enter the park from 11th & Leavenworth Streets (access from Fremont Street is not possible). Parking along the street will be allowed ONLY for unloading and loading. Please unload quickly and then move your vehicle and park in another area of the park. Vehicles parked on the roadway may be ticketed or towed.
- **All non-food vendors and community organization participants are required to remain open from 9:00 a.m. – 2:00 p.m. at the Douglass Park and/or 5:00 p.m. – 8:00 p.m. at Manhattan City Park.**
- Merchandise (mugs, t-shirts, pictures, posters, etc.) with vulgar or offensive language or images is NOT allowed. No exceptions.
- Raffles or 50-50's are not allowed.
- 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 if 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 agrees to follow all federal, state, and local laws governing retail sales tax and understands the rules and regulations of the event and will comply. The undersigned realizes that failure to comply may result in expulsion from the event.*
- 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 2, 2023.**
- 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 2, 2023.**
- No late participant registration requests will be accepted. No exceptions.
- Returned checks may incur an additional \$35 fee.
- Once your 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. Remit payment by check, money order, or cashier's check payable to: **Manhattan Juneteenth**. **MAIL** your completed application (both pages) and payment to: Manhattan Juneteenth, P.O. Box 841, Manhattan, KS 66505-0841, **OR HAND DELIVER** your completed application (both pages) and payment to: Douglass Activity Center, 925 Yuma Street, Manhattan, KS 66502. **Deadline is NOON on Friday, May 26, 2023 (no exceptions)**

P.O. Box 841 • Manhattan, KS 66505-0841 • 785-341-1143
manhattankjuneteenth@gmail.com or www.manhattanjuneteenth.org