



**TOWN OF ARCADIA**  
**28<sup>th</sup> Annual Western Heritage Festival & Rodeo**  
**September 2, 3 & 4, 2011**

**REGISTRATION FORM**

**YES, WE ARE INTERESTED IN PARTICIPATING IN THE FOLLOWING:**

\_\_\_\_\_ **TALENT SHOW** **Friday, September 2, 2011 @ 8:00 p.m.**  
(Singing, Lip Sinc, Instrumental, Dance, Drill Team, etc.)

\_\_\_\_\_  
Please describe performance category and name of group

\_\_\_\_\_ **PARADE** **Saturday, September 3, 2011 @ 3:00 p.m.**  
(Band, Drill Team, Round-Up Club, Marching Group, Car Club, Float, Public Officials,  
Church/Community/Civic Groups, etc.)

\_\_\_\_\_  
Please indicate your parade entry.

\_\_\_\_\_ **GOSPEL EXTRAVAGANZA** **Sunday, September 4, 2011 @ 4:00 p.m.**  
(Gospel Singing, Gospel Rap, Religious Drill Team / Liturgical Dance, Instrumental, etc.)

\_\_\_\_\_  
Please indicate category and name of group.

\_\_\_\_\_ **NON-FOOD VENDOR (\$200)** **Saturday & Sunday, September 3 & 4, 2011**

\_\_\_\_\_  
Indicate what you will be offering (Games, Art, Crafts, Clothing, Jewelry, Clothing, Toys, etc.)

\_\_\_\_\_ **FOOD VENDOR \*\* (\$330)** **Saturday & Sunday, September 3, & 4, 2011**  
\$30 is applied to inspection fee required by the Oklahoma City/ County Health Department. If  
vendor has current license, \$30 fee will be refunded.

\_\_\_\_\_  
Indicate what you will be offering.

**\*\* NOTE – All Food Vendors must comply with Oklahoma City/County Health Department Standards.**

**VENDORS**

**ALL FEES MUST BE RECEIVED BY AUGUST 20, 2011 and are NON-REFUNDABLE.**  
**Fees are for two days: Saturday, 9/3 beginning at 2:00 p.m. and Sunday, 9/4, 2011**

**Mail this registration form and CHECKS payable to: TOWN OF ARCADIA**





## Arcadia 28<sup>th</sup> Annual Western Heritage Festival & Rodeo September 2, 3 & 4, 2011

Registration Form, page 3

### **FIRE - SAFETY – LIABILITY STATEMENT**

You are required to read, sign and return this form with your registration and fee. Fees are non-refundable.

#### **Fire and Safety**

Access to electrical power is provided by the Town of Arcadia as a courtesy. On site decision of management are final.

All Vendors must adhere to the Town of Arcadia Fire Department rules and regulations.

All electrical wiring must conform to the electrical code of the Town of Arcadia and be UL approved.

No use of inadequately rated or frayed cords.

#### **Liability- Hold Harmless**

Exhibitors/Vendors assumes entire responsibility and hereby agrees to protect, indemnify, defend and save The Town of Arcadia (d/b/a Arcadia Western Heritage Festival & Rodeo) and its employees and agents harmless against all claims, losses and damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by exhibitor's participation in the Arcadia Festival & Rodeo (Installation, removal, maintenance, occupancy or used or the premises or part therefore).

Application for Vendor space indicates the applicant's willingness to abide by all of the previously stated terms and conditions and general regulations, as well as such additional rules and regulations as the management deems necessary to the success of the event. On site decision of management are final. This application will serve as the official contract between the vendor and the Town of Arcadia (d/b/a Arcadia Western Heritage Festival & Rodeo).

Vendor Signature (s)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name



## ARCADIA FESTIVAL FACT SHEET

Vendor fees are for Saturday and Sunday, September 3 & 4, 2011.

Vendors will be allowed to enter the Park on Saturday, September 3, 2011 @ 8:00 to set-up. Space assignment will be on a strictly first paid basis.

### **Food Vendors**

**Cost - \$330**

Food Vendor fees include \$30.00 for Oklahoma City/County Health Department Inspection fees. Those vendors who have proof of current and appropriate license will be refunded the \$30.00.

**All food vendors must meet the Oklahoma City/County Health Department requirements.** The Town of Arcadia has packets of information and materials regarding the requirements and will make them available upon request. Mobile food and beverage units must meet Oklahoma City/County Health Department regulations. Inspectors will be on site.

### **Non-Food Vendors**

**Costs - \$200**

### **SALES TAX**

All vendors must collect and remit Oklahoma state sales tax. Vendors with an Oklahoma Tax Commission Sales Tax Number will remit taxes as usual. Vendors that do not have a Oklahoma Tax Commission Number must complete a report and pay sales tax collected to the Town of Arcadia each day.

### **REFUNDS**

Vendor fees are non-refundable. We will do everything possible to address any concerns that may arise.

### **SECURITY**

Security will be provided during the festival. **The Town of Arcadia, its' agents or representatives are not responsible for lost, stolen or damaged merchandise or equipment.** Each vendor is responsible for securing their own exhibit area. Limited overnight security will be provided, but each vendor is asked to secure their property overnight to avoid damage or theft.



## SCHEDULE

### FRIDAY, SEPTEMBER 2, 2011

#### **“Blues In The Night” Blues Festival**

**7:00 p.m. - Until**

Live Blues Music Festival. Bring your lawn chairs and umbrellas. Food concession will be on site.

Location: Arcadia Municipal Park

Admission Fee: \$10.00.

For more information call 396-2510  
Details at: [www.arcadiabluesfestival.com](http://www.arcadiabluesfestival.com)

#### **Street Dance & Talent Show**

**9:00 p.m. - 12 midnight**

The Street Dance is for the Youth to kick off the celebration. This event is Free. The Street Dance is combined with a Talent Show. The Talent Show is open for entries in all categories including: signing, dancing, etc. Talent entries will perform during the street dance.

Location: Downtown/Main Street.

### SATURDAY, SEPTEMBER 3, 2011

#### **Vendor Booths Open**

**12:00 noon**

#### **Parade**

**promptly at 3:00 p.m.**

All entries welcome including: businesses, elected officials, churches, civic/social organizations drill teams, marching groups, floats cars, trucks, Round-Up Clubs. Trophies awarded. Only pre-registered groups will be judged. Please enter early.

#### **Rodeo - Open Entry**

**\$2,000 Added Money**

**8 p.m.**

13 yrs. +                   \$8  
6 yrs. – 12 yrs.         \$5  
5 yrs. under             Free

### SUNDAY, SEPTEMBER 4, 2011

#### **Vendor Booths Open**

**12:00 noon**

#### **Gospel Extravaganza**

**4:00 p.m.**

#### **Rodeo - Open Entry**

**8 p.m.**

**The Town of Arcadia is not responsible for accidents or injury.**

This is a family activity and our objective is enjoyment for everyone who attends.

For additional information, please contact  
Arcadia City Hall by calling (405) 396-2899  
or visit [www.TownofArcadia.com](http://www.TownofArcadia.com)