

March 29, 2021

ART WALK RULES AND REGULATIONS

THANK YOU for being a part of Oktoberfest Art Walk 2021. We greatly appreciate your time and participation as a vendor. Should you have any questions or concerns during this event, please call Syrena Price at 501-884-4202 or Rema Merritt email remamerritt@usps.gov.

Please carefully read the following, and sign on the reverse side agreeing to these policies:

BOOTH REQUIREMENTS

All items, including signage must fit COMPLETELY into your designated booth area unless other permission has been granted by Center management.

The Fairfield Bay Conference Center reserves the right to limit or restrict the sale of certain items.

All items that are for personal use should be out of the sight of customers.

BOOTH CLEAN-UP

Booth clean-up is the sole responsibility of the vendor. Each vendor must properly dispose of their trash in the dumpsters located at the rear of the Conference Center near the vendors parking area each day. Trash barrels located throughout the area are for Oktoberfest attendees and are not to be used for vendor trash. Oktoberfest clean-up crews are not responsible for disposing of vendor trash.

PARKING

There are no parking spaces inside the Art Walk area. NO EXCEPTIONS. Please make sure that your vehicle is out of the Art Walk area before 12:00 p.m. (noon) on Friday. No vehicle will be allowed back into the Art Walk and Kidfest areas until the vendors close at 6:00 p.m. on both days. NO EXCEPTIONS. This is for the safety of all vendors and attendees. **Please do not close down your booth until after 6:00 p.m. each day.**

Rules and Regulations are continued on the reverse side.

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SALES TAX

Each vendor is individually responsible for their own sales tax requirements.

Arkansas state sales tax is currently 6.5% and the local tax (county and city) is 3.5%, making a total sales tax of 10%.

You will be provided an envelope for each day along with sales tax reporting forms. The Arkansas Department of Finance and Administration has requested that we collect these forms at the close of business each day. The vendors are required to file daily reports with the Conference Center organizer and remit sales tax along with completed forms. Please make check(s) for taxes collected payable to the Department of Finance and Administration. The organizer will pick up the tax envelopes each day of the event at 5:30 p.m.

SECURITY

The Fairfield Bay Conference Center nor its affiliates are responsible for accidents, thefts or damage.

SMOKING

The Fairfield Bay Conference Center is a non-smoking campus. Individuals observed smoking will be asked to leave the Octoberfest premises to smoke.

WEATHER

In the even of bad weather, vendors are more than welcome to come inside to get in out of the weather. However, the Conference Center does not have adequate space to allow vendors to move their product into the Conference Center.

Signature Required Below:

I have read and agree to the above list of **RULES & REGULATIONS** governing the OCTOBERFEST ART WALK 2021, and understand that failure to comply with these regulations will require removal of all my items and exhibits with no refund.

EXHIBITOR'S SIGNATURE _____ DATE _____