

# 2023 WYOMING SHEEP & WOOL FESTIVAL

## FOOD VENDOR RULES

The festival committee welcomes local vendors selling food items, but we will not approve applications for food trucks at the vendor fair. We want this festival to contribute to the local economy, while not competing with local restaurants and food trucks.

### VENDOR FAIR DATE, LOCATION & FEE:

**EVENT DATE:** Saturday, July 1, 2023, 9 a.m. – 4 p.m.

**LOCATION:** Triangle Park, Kemmerer, Wyoming.

**Applications Open:** March 1, 2023

**Applications Close:** June 1, 2023

Notice of acceptance/decline will be emailed by June 15, 2023. Full refunds will be made to applications that are declined.

**BOOTH SPACE:** 10'x10': **\$25**

Anything larger, not to exceed 10x20': **\$50**

**\*\* Bring your own tables, chairs, and canopies, tents, etc..**

### JURIED CRITERIA FOR FOOD VENDING SPACE:

WSWF reserves the right to reject food vendors that duplicate items offered for sale by other food vendors at the festival or for any other reason the menu items do not fit with this event. Rejected booths will receive a full refund.

**BOOTH ASSIGNMENT:** will be the sole discretion of the Vendor Coordinator and the WSWF Committee. Special needs will be addressed by the Vendor Coordinator.

### SET-UP & BREAK-DOWN TIMES:

- All vendors will need to set up by Saturday July 1, 2023 at 9 a.m. Booths must be open by 9 a.m.
- Coordinate set-up time with/upon approval of Vendor Coordinator. We encourage early set up.
- Please securely stake your tent or canopy and vending area. Winds are possible.
- Vendors may not break down booths until most visitors have left or upon permission granted by Vendor Coordinator.

**PARKING:** Vendor parking is close to the booth area BUT vendors cannot park at their booth. Please notify Vendor Coordinator if your vehicle needs to be close to booth. **NO MOTOR VEHICLE** traffic will be allowed to enter the vending area after 9 a.m. Vendors must stock their booths before 9 a.m.

**NO PETS ALLOWED.** Please do not bring your pets. Special application for Emotional Support Animals may be made to the Vendor Coordinator.

**LICENSING:** Vendors must have a sales tax license and a business license, and must comply with Wyoming Retail Food Establishment Rules and Regulations.

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Questions? Contact Vendor Coordinator Heather Jones: [hjones2840@gmail.com](mailto:hjones2840@gmail.com), or 307-431-0985.

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## FOOD VENDOR APPLICATION

NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIPCODE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PHONE: (day) \_\_\_\_\_ (night) \_\_\_\_\_

DESCRIPTION OF MERCHANDISE & VENDING UNIT: \_\_\_\_\_

DIMENSIONS OF UNIT (actual Vending Size) \_\_\_\_\_

**PLEASE NOTE THAT YOU ARE REQUIRED TO HAVE A CITY BUSINESS LICENSE & WYOMING SALES TAX LICENSE BY THE DATE OF THE VENDOR FAIR. Food vendors must comply with the Wyoming Retail Food Establishment Rules and Regulations. Copies of current Wyoming Sales Tax License and Food Service License {if applicable} must be on display at vending booth at all times.**

SPECIAL NEEDS OF VENDOR: \_\_\_\_\_

**The following items must be attached and included with this Application:**

1. A full description of merchandise to be sold at the festival.
2. Photographs of merchandise and booth set-up, if available.
3. Signed Agreement & Waiver Form.
4. Check Payable to "Wyoming Wool Growers Association" for associated vendor fees or ask us to invoice you.

<b>VENDOR COST COMPUTATION</b>	<b>FEES</b>
Craft Vendor Space (charge is for the space only, bring your own tables, chairs, canopy, etc.). _____ 10' x 10' (Single booth) \$25 _____ Greater than 10' x 10' not to exceed 10'x20' (Double booth) \$50 <b>EXTERIOR MEASUREMENTS MUST NOT EXCEED SPECIFIED BOOTH SIZE</b>	\$
<b>TOTAL FEES INCLUDED (Payable to "Wyoming Wool Growers Association")</b> <b>Mail application and attachments to:</b> Heather Jones, WSWF Vendor Coordinator PO Box 622 Thermopolis, WY 82443 <b>Questions?</b> Contact Heather at 307-431-0985 or hjones2840@gmail.com	\$
<b>Applications are due by June 1, 2023.</b> <b>Notice of acceptance/decline will be emailed by June 15, 2023. Booth fees will be refunded if application is not selected.</b> <b>Incomplete applications will be returned and accepted only if returned in completed form by application deadline.</b>	

**2023 WYOMING SHEEP & WOOL FESTIVAL  
FOOD, CRAFT AND NON-PROFIT  
VENDOR AGREEMENT, WAIVER RELEASE**

I, (Name) \_\_\_\_\_ d/b/a \_\_\_\_\_ of (Town & State) \_\_\_\_\_  
"Releasor", in consideration of being accepted as a Vendor at the  
2023 Wyoming Sheep & Wool Festival ("WSWF") hereby agrees, waives claims and releases the  
WSWF as follows:

1. I have received a copy of the Vendor Rules (Food and/or Craft). I agree to comply with them and with any additional rules the WSWF may post or give to me. I accept that I may be denied access to the site this year and in the future for failure to comply.
2. I understand the nature of this event and of this site. I understand that I, my assistants, and my property may be exposed to accident, theft, high wind or other Acts of God or other injury, loss, or damage while I am present as a vendor at the WSWF and that the WSWF does not insure and is not responsible for insuring me, my assistants, or my property against any of the foregoing. For myself and for my employees, I hereby waive any claim of any nature I may have against the WSWF, the Wyoming Wool Growers Association, the City of Kemmerer, and any other person participating in or assisting with the WSWF (the "Releasees") arising out of or related to my participation as a vendor or my presence on the WSWF site and hereby release the Releasees from liability for all claims, damages and causes of action that may arise from or be attributed to my participation as a vendor or presence otherwise on the WSWF. I personally assume all risks of injury to employees my assistants or me or damage to my property in connection with the WSWF.
3. I acknowledge that the term "Wyoming Sheep and Wool Festival" and its logo are trademarks and agree that I am not permitted to use the trademarks or to sell any item upon which such trademark appears unless I have been granted a written license by WSWF to do so. I further understand that the WSWF may, in its sole discretion, refuse a license to any vendor for any reason or for no reason.
4. I have read this Agreement, Waiver and Release before signing and understand its content.
5. Failure to read the "Food/Craft Vendor Rules" is not defensible for failure to comply.

Date: \_\_\_\_\_

Signed Name: \_\_\_\_\_

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

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## 2023 WYOMING SHEEP & WOOL FESTIVAL SPECTATOR OR VENDOR PETS · SERVICE OR EMOTIONAL SUPPORT ANIMALS

### **“NO PETS” POLICY**

The Wyoming Sheep & Wool Festival (“WSWF”) maintains a policy that does not permit any pets on the festival grounds, excluding service dogs. Emotional Support animals will only be admitted if the owner provides a mental health and veterinary health documentation as well as confirmation that the animal has appropriate behavioral training. Please see Guidelines for Service and Emotional Support Dogs below. While this is an event for agriculture, spectator’s dogs are not allowed. We fully understand your desire to have your animals with you, but ask that you understand our position. This policy is enforced out of respect and safety for the festival participants, demonstrators, and the animals.

### **GUIDELINES FOR SERVICE AND EMOTIONAL SUPPORT DOGS**

**\*\*Please note requirements if you intend to bring an Emotional Support dog to the WSWF.**

#### **Required Behavior of Service and Emotional Support Dogs**

The owner is responsible for behavior and controlling the dog. If a service animal behaves in an unacceptable way and the person with a disability does not control the animal, the WSWF does not have to allow the animal onto the festival premises. Uncontrolled barking, jumping on other people, or running away from the handler are examples of unacceptable behavior for a service animal.

The WSWF may exclude a service animal when the animal’s behavior poses a direct threat to the health or safety of others. The animal must behave properly in public and should follow directions from its owner.

#### **Trained service animals**

Trained service animals are animals that receive specific training to perform life functions for individuals with disabilities. Examples include animals that assist with visual impairments, deafness, seizures and mobility limitations.

#### **Emotional support and psychiatric assist animals**

Emotional support animals are animals that provide emotional, psychiatric, or cognitive support for individuals with disabilities, but may or may not have training with respect to the disability. Emotional support and psychiatric assist animals are accepted to the WSWF if certain documentation requirements are met. Visitors must provide five (5) days notice to the WSWF and a letter from a licensed medical/mental health professional in addition to a veterinary health form documenting the health and vaccination records for the animal as well as confirming that the animal has appropriate behavioral training. The WSWF only recognizes service animals which have been trained and certified.

#### **Therapy animals**

Therapy animals, which are pets that have been trained and registered by a therapy organization in order to visit nursing homes, hospitals, schools and other facilities, are not considered to be service animals.

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