



Not For Profit, For Profit & Exhibitor Checklist

Due to space limitations and applications with similar product offerings, we reserve the right to restrict vendors.

Upon your application acceptance vendors will be asked to submit the following items in order for their application to be completed.

- Online Application completed in its entirety.
(Note: Payment will be collected once your application has been reviewed by the Oktoberfest Vendor Committee.)
- 2-3 pictures (clear, close up, color photos) of your complete booth set-up and display. If pictures are unavailable please provide a basic rendering of your booth set-up and display.
- 2-3 pictures of the finished product(s) that you are planning to sell.
- Vendors that are **EXHIBITORS** must send 2-3 pictures that show you making each product(s) that you plan to sell.
- Not-for-profit vendors must submit a current tax exempt letter.
- All vendors must submit a certificate of insurance based on the criteria as explained in the General Liability Section of the Terms & Conditions.
- A separate check for the \$100 Clean-Up Deposit. If there are no issues with your booth space at the end of the festival your check will only be returned to you only if send us a self addressed stamped envelope. Otherwise the check will be destroyed.

Additional application items can be emailed to: vendor@saintcharlesoktoberfest.com

**Please send your Clean-Up Deposit to:
Saint Charles Oktoberfest
P. O. Box 1183
St. Charles, MO 63302
ATTN: Vendors**

Please include your name and vendor name with your items.

If you have any questions please feel free to contact a member of the vendor committee.
Courtney Higgins – courtney.higgins@att.net or 314-304-4167
Heather Kuhn – heatherkuhn@sbcglobal.net or 314-267-2830