

# 2024 Hutch Rod Run Vendor/Exhibitor Application



## Vendor Information

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

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (cell) \_\_\_\_\_

Email: \_\_\_\_\_

Resale Number (if applicable): \_\_\_\_\_

## Description of Products or Services

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\_\_\_\_\_

## Space Reservation Information

Space reservation is for Oct 4th and Oct 5th at the Hutchinson Rod Run located on Downtown Main Street from Third to Avenue B in Hutchinson, Kansas. Trucks must be removed from trailers. Once set-up is complete space must be occupied until close of show on October 5th. Space will be assigned on a first come basis. Hutchinson Rod Run, Inc. will cooperate with vendors and exhibitors to provide the best possible location for displays based on availability, reservation and payment date. Outdoor spaces only.

### Booth / Area Size & Fees

Size	Prior to 9/1/2023 (Enclose full fee with application)
<input type="checkbox"/> 10' x 10'	\$100
<input type="checkbox"/> 10' x 20'	\$150
<input type="checkbox"/> 20' x 20'	\$500 (1/2 intersection)
<input type="checkbox"/> 20' x 40'	\$1000 (full intersection)

**Vendor/ Exhibitor Terms & Conditions**

**Set-up Times:** Friday, October 4th from 8am-12pm. Saturday, October 5th set up no later than 8am.

**Take-down Times:** Saturday, October 5th **beginning "no earlier than at 7pm!"**

**Vendor/Exhibitor Equipment:** Vendor/exhibitor must supply all booth equipment unless other arrangements are made with space application.

**Vendor/Exhibitors** are required to operate throughout the entire show.

**Electricity:** Electrical power is available and must be requested with space application.

**Space Assignment:** Space will be assigned on a first come basis. Hutchinson Rod Run, Inc. will cooperate with vendors and exhibitors to provide the best possible location for displays, based on availability, payment date and reservation.

**Specify any companies or types of displays near which you do not want to be located:**

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**Special Requests: Electrical Plug-ins: What type? \_\_\_\_\_ Max Amps? \_\_\_\_\_**  
**(No charge if available at requested site)**

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**Proof of Insurance:** A copy of \$500,000-dollar certificate of insurance is due with application and payment.

**Payment:** Paid in full with application.

**Cancellation Policy:** Cancellations must be submitted in writing to Hutchinson Rod Run, Inc., PO Box 3160, Hutchinson, Kansas 67504 prior to September 1<sup>st</sup>, 2024. Cancellations not received by September 1<sup>st</sup>, 2024 will forfeit all money paid to date.

**Acceptance:** Hutchinson Rod Run, Inc. reserves the right to accept to reject any exhibit space application. All Vendor Applications will be reviewed and confirmation will be returned to applicant.

**Applicant** is responsible to be registered with the Kansas Department of Revenue and to make payment of proper sales tax if making retail sales.

**Reserved parking space for vendors- Ask Rod Run staff**

By submitting this application, we hereby apply for vendor or exhibitor space at the 2024 Downtown Hutchinson Rod Run and Classic Car Show located on Downtown Main Street from Third to Avenue B in Hutchinson, Kansas. All applications are subject to the rules and regulations governing the show and its production, including without limitations, the terms and conditions set forth in this application.

**By signing this application, I agree to all Terms & Conditions**

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

Checks are payable and should be mailed to:

**Hutchinson Rod Run Inc.**

**P.O. Box 3160-67504**

**Hutchinson, Kansas 67504**Questions? Contact Jim

Gruver at 620-727-3582 or

[jim@downtownhutchrod.com](mailto:jim@downtownhutchrod.com)

