



# VENDOR PERMIT APPLICATION

The Kansas City St. Patrick's Day Parade

2012

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The Kansas City St. Patrick's Day Parade Committee, Inc. is a Missouri not for profit, non-partisan and non-political organization.

Thank you for your interest in becoming a vendor along the parade route. To be a food or merchandise vendor along the route, you are required to have both a vendor permit from the Kansas City St. Patrick's Day Parade Committee as well as the applicable permits from the City of Kansas City, Missouri. All permits will need to be on-site day of parade.

Please refer to the Kansas City Municipal Code: Chapter 50, Sections 451 – 458, and specifically, for this event, Sec. 50-455

(c) Nothing in this article shall be construed to prohibit street vending within an area closed by special permit issued by the city, including, but not limited to, permits for street fairs, parades and block parties, **but vendors must comply with permittees' vending requirements.**



## GUIDELINES

**Date of Parade** - Saturday, March 17, 2012. The parade will go on through inclement weather. No refunds will be issued.

**Safety First** - Consider the surroundings and the impact of display in a crowded area when designating a location for vending. Adhere to all municipal codes. Do not display near fire hydrants. Be sure your vending area does not obstruct the flow of pedestrian traffic or emergency vehicles. No Displays, Carts, Tents, or Vehicles in the traffic flow of the parade itself - Broadway from 31st Street to 47th Street or in the staging area along Linwood from Pennsylvania to Main Street.

**Buffer Zone** - Please stay within your designated space and direct your service line AWAY from the parade route. This will allow pedestrian traffic to move through and behind the parade-viewing crowd without barrier. This will also allow customers to get to and from your vending location with ease.

Space allowance is up to 120 sq. feet. If you are in gross violation of the space allowance or request additional space, the Vendor Marshall will grant you additional space for an additional fee. If there is a specific space of interest vendor must communicate with Vendor Marshall in advance. No guarantees will be granted for designated space.

**Authorization** - The "parade route" consists of Broadway from 31st to 47th and all public streets 2 blocks east and west of Broadway. Authorization to vend during the event can only be granted by the Parade Committee. There will be a designated "Vendor Marshall" that will make regular checks before and during the parade. Any vendor in violation of the guidelines will be, if necessary, police escorted away from the parade route.

If an additional vehicle is needed near or with the vending truck/tent, an additional space must be purchased at the lessor fee.

**Clean-up** - Do not leave trash behind.

**"Local" Businesses** - We want to encourage businesses located along the parade route to become involved. Local (along the route) businesses get first right to designated space in front or near their business location. **"Local" business discount - 50% off the regular price. Discount will only be \$50 if deadline is not met.**

Requirements:

- Must be an existing business along the route
- Product sold must be related product or product sales directly governed by property owner/tenant
- **No third-party agreements**
- Must provide two forms of proof, i.e. utility bill, invoice, etc.



## PRICING

**Early Entry:** Payment received by March 13  
It is the vendors responsibility to ensure payment has been received.

\$200	permit fee (120 sq. ft. allowance)
\$50	per additional mobile merch. cart
\$150	per additional 120 sq. feet

**Late Entry:** March 14 through Parade  
Payments received after the 13th will not be processed and vendor will be responsible for payment before 9am on the 17th to the Vending Marshall. **Payments must be cash or credit if received after early entry date.**

\$250	permit fee (120 sq. ft. allowance)
\$75	per additional mobile merch. cart
\$200	per additional 120 sq. feet



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2010

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## CONTACT INFORMATION All Fields Required

Company Name:

Primary Contact:

Secondary Contact:

Street Address:

City:

State:

Zip:

Phone #:

Mobile #:

Email Address:

Tax Payer ID # / SSN:

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## LOCATIONS & PRODUCT INFORMATION

# of Selling Locations:

# of Booths:

# of Carts:

List Desired Locations:

Location #1:

Location #2:

Location #3:

Location #4:

Description of Product:

Generator:

Yes

No

Decibel Rating:

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## PAYMENT - Check, Credit Card, Cash

A check or credit card information must accompany this application. **Credit card or cash ONLY after early entry deadline has passed.**

**Checks:** Make Payable to **KSCPDP**

**Credit/Debit Cards - complete all fields below:**

Total Amount to be Billed

Name

Billing Address

City, State, ZIP

Card #

Expiration Date (MM/YYYY)

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## RETURN COMPLETED APPLICATION

Please return this application, a copy of your City permit and payment information to:

**mail: KSCPDP**

8216 Metcalf Avenue

Overland Park, KS 66204

**fax: 913.341.8728**

**info: John Cobine**

913.341.8772

[johncobine@cbselectronicpayments.com](mailto:johncobine@cbselectronicpayments.com)

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## AGREEMENT

I understand and will abide by the Guidelines set in this application for my participation in the parade. Failure to comply can result in my removal from the parade route and possible exclusion from future events.

Applicant's Signature

Date