



Dear Prospective Chicken Show Vendors,

The 31st Annual Chicken Show in Wayne, Nebraska, is only a few months away. Whether you are a prospective vendor or a returning vendor we appreciate your participation. Based on recent experience, we expect over 5,000 visitors to this event beginning with the Friday daytime Flea Market and Friday evening Henoween downtown on July 8th to Chicken Show activities in Bressler Park on Saturday, July 9th and at the Wayne Municipal Airport on Sunday, July 10th.

Vendors have the option of participating in the Friday daytime Flea Market on the sidewalk or indoors, as a street vendor on Friday evening or as a Saturday street vendor or in any combination. Individual generators will not be permitted, but generators for shared use will be provided in specific locations. Vendors may have limited maneuverability due to narrow city streets. Vendor spaces are assessed in **10x15 ft** increments. If you plan to incorporate a trailer in your booth space, please note that you must set up on time. We will assign trailer spaces on a first come-first serve basis. Please be sure to check in with event staff at the information booth upon your arrival for additional last minute instructions and to confirm your location.

Each year we try to improve our show and to make it more profitable for you. Please review the 2011 Vendor Requirements on the reverse of this page. Enclosed is a Vendor Registration Form. **A completed Registration Form must be returned with all applicable fees by June 10, 2011 to reserve your booth space. Commercial vendors also MUST PROVIDE PROOF OF LIABILITY INSURANCE in the amount of at least \$300,000.** Only those vendors who submit a timely and complete Registration Form can be assured of a reserved space. *Late registrations will be handled on a case-by-case basis.*

If you have any questions, feel free to contact us at 402-375-2240, toll free 877-929-6363 or email info@waynetworks.org
Thank you and we hope to see you at the show!

GENERAL VENDOR INFORMATION AND CONDITIONS

The Outdoor Flea Market is located on the downtown sidewalks Friday morning and early afternoon. Indoor Flea Market spaces (air conditioned) are available at 209 Main Street, although space is limited. Flea Market vendors are limited to space for two 8 ft tables and must provide your own tables. Flea Market set-up begins at 7 am. Outdoor vendors must be cleared from the sidewalks by 3 pm and indoor vendors may remain in place until 10 pm.

Henoween events will take place Friday evening downtown on Main Street. Set up begins at 4:00 pm after the street has been closed to traffic. Tear down is from 10:00 pm to midnight. On Friday evening, ALL food vendors will be located in the designated Food Court area that will be set up with picnic tables and trash containers.

Saturday events will take place at Bressler Park, 10th and Lincoln St. Set up from 7:00 to 9:00 am and tear down is from 5:00 to 7:00 pm. Vendors will not be permitted to set up after 6:00 pm Friday (downtown) or after 9:00 am Saturday (Bressler Park).

We reserve the right to limit or deny participation based on space and content of vendor products. **VENDORS ARE PROHIBITED FROM SELLING ANY T-SHIRT ITEMS.** We do not guarantee exclusivity, therefore, other vendors may be present selling similar items.

Vendors will be ASSIGNED a location once registration is received. Upon arrival vendors must first present themselves at the information booth to check in. **It is important that each vendor set up in the specified location.** Individual generators will not be permitted. A generator will be provided for shared use at \$10 per day. **You must indicate on the registration form if you will be using the provided generator and include the appropriate fee with your payment. You will be responsible for providing your own extension cords.**

Free overnight parking is available on the WSC Campus, in the east half of Lot #10.

FOOD VENDOR REQUIREMENTS:

You are required to be licensed by the State of Nebraska through the Nebraska Department of Agriculture. To get a temporary license, contact Jeff Havens at 402-314-6847 or Melva Ball at 402-430-5728.

You can expect to see a state inspector who will be checking for license documentation.

- A hand sink with hot and cold running water, 3-unit sink with drain boards for utensil washing.
- Hot foods at 140° F minimum and colds foods at 45° F maximum .
- On hand metal-stem, bi-therm product thermometer and a sanitizer test kit.
- Food prep areas properly screened and light bulbs protected against breaking.
- Wastewater disposed of properly and not allowed to drain on the ground.
- Food grade hose used for potable water.
- Ice must be covered and ice bins continuously drained to prevent standing water.
- Food stored six inches above floor level.
- Food handlers' hair effectively restrained with hats, nets, or caps.
- Single-service cups dispensed from cup dispenser.

**PLEASE KEEP THIS COPY OF VENDOR CONDITIONS FOR REFERENCE
THANK YOU!**



REGISTRATION FORM

Due June 11, 2011

Return to: Wayne Chicken Show, 108 W. 3rd St., Wayne, NE 68787

Business Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

E-Mail Address: _____ Phone: _____

NE Sales Tax No. _____ Product(s) to be Sold (please be specific) _____

Space Requirements _____

I will be using a trailer • Trailer Size (including hitch length) _____

I will be using generator provided • Number of circuits required ____ 110 ____ 220

Please circle choice below:

	Non-Profit Organization	Craft/Home Based Business	Commercial Food or Ride	
Flea Market-Friday on the Sidewalk 8am-3pm	\$15	\$15	xxxx	\$
Flea Market-Friday Indoors 8 am– 10 pm	\$30	\$30	xxxx	\$
Henoween Street Vendor Friday 5-10 pm	\$15	\$20	\$60	\$
Henoween Street Vendor with electricity-food court/ ride area only	\$25	\$30	\$70	\$
Saturday Vendor 8 am-5pm	\$20	\$30	\$120	\$
Saturday Vendor with electricity	\$30	\$40	\$130	\$
Total Due				\$

All fees must be included with this registration form.

Checks should be made payable to Wayne Area Economic Development

By signing you indicate you have read and agree to the above conditions.

Signature: _____ Date: _____