



Vendor and Artist Booth Information  
2019 Japanese Fall Festival  
Friday-Sunday, September 6-8

Springfield Botanical Gardens  
2400 South Scenic Avenue, Springfield, MO



**Application deadline: Thursday, August 8, 2019**  
**Fee: \$150 for 12x12 space**

The Japanese Fall Festival is a celebration of authentic Japanese culture in the beautiful Mizumoto Japanese Stroll Garden located within the extraordinary Springfield Botanical Gardens. Now in its 24th year, attendance is expected to top 18,000.

Vendor and artist space is limited and distributed on a first-come, first-served basis with priority given to those that are:

1. authentic to Japanese culture and tradition;
2. authentic to Japanese gardening/landscaping practices;
3. not in direct competition with items available in the souvenir tent.

Participating vendors and artists are required to join Springfield Sister Cities Association (SSCA) at the \$100 supporting level. You may join online at [peacethroughpeople.org](http://peacethroughpeople.org) or you may enclose your payment with your booth application.

You are also required to provide your City of Springfield business license and to carry your own insurance, and you are responsible for collecting and paying sales tax and reporting to the IRS.

Vendor and artists spaces are 12'x12' and cost \$150. A 10'x10' tent, one table, and two chairs can be provided to you for an additional \$50.

Vendor and Artist Application Checklist:

- Current supporting level membership with Springfield Sister Cities Association
- City of Springfield business license
- Proper insurance
- Completed application
- Images of products/activities proposed for booth



Vendor and Artist Booth Application  
2019 Japanese Fall Festival  
Friday-Sunday, September 6-8

Springfield Botanical Gardens  
2400 South Scenic Avenue, Springfield, MO



**Application deadline: Thursday, August 8, 2019**  
**Fee: \$150 for 12x12 space**

Business address:

---

Business city, state, and zip:

---

Description of business:

---

---

Full name of person responsible for booth:

---

Phone number for person responsible for booth:

---

E-mail for person responsible for booth:

---

Detailed description of products/activities and general pricing proposed for booth (attach images if possible):

---

---

---

Please initial you understand you are responsible for sales tax collection and IRS reporting:

---

Please initial you read and understand the stated conditions for participating in this event:

---

Please initial if you would like a 10x10 tent, table, and 2 chairs provided to you for \$50:

---

Please initial that you are a member of Springfield Sister Cities Association at the \$100 supporting level:

---

Please remit this application and all relevant fees to SSCA, 2400 S. Scenic Ave., Springfield, MO 65803.  
If you have questions, please contact Cindy Jobe at 417-864-1341 or [cjobe@springfieldmo.gov](mailto:cjobe@springfieldmo.gov).