



Vendor and Artist Booth Information
2022 Japanese Fall Festival
26th Anniversary
Friday-Sunday, September 9-11



Springfield Botanical Gardens
2400 South Scenic Avenue, Springfield, MO

Application deadline: Thursday, August 25, 2022

Fee: \$150 for 12x12 retail space

Fee: \$250 for 12x24 food vending 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 26th year, attendance is expected to top 13,000 over the three-day event.

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 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. You are also responsible for collecting and paying sales tax and reporting to the IRS.

Vendor and artists spaces are 12'x12', cost \$150 and include 1 table and 2 chairs. A 10x10 tent is available upon request for an additional \$50.

Vendor and Artist Application Checklist:

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



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Business name and 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 indicate what type of electrical needs (if any) you will require:

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

Please indicate if you would like a 10x10 tent for an additional \$50:

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

Please remit this application and all relevant fees to SSCA, 2400 S. Scenic Ave., Springfield, MO 65807.
If you have questions, please contact Lisa Bakerink at 417-864-1341 or lbakerink@springfieldmo.gov.