

41ST Annual Pelican Festival



The Grand Lake Association welcomes you to the *41st Annual Pelican Festival*. We're looking forward to an exciting, entertaining event and hope you'll join us as we celebrate the return of the **American White Pelican** to the waters of Northeast Oklahoma's Grand Lake O' the Cherokees.

Plans are underway for this year's Festival that will feature the carnival, food trucks, arts and crafts vendors, the car show organized by the Grove Masonic Lodge, the Pelican Festival Parade and live and exciting entertainment under the tent Friday and Saturday night and fall festivities for the whole family. This event will take place at the **Wolf Creek Park (963 N 16th St) Grove, OK 74344.**

Enclosed are the rules and regulations as well as an application. **Please fill out the application and city form. Mail both applications, full payment, photo and copy of your Oklahoma Sales Tax Permit, if you have one, to the address located below.**

We look forward to seeing you at the *41st Annual Pelican Festival*. If you have any questions, please feel free to call (918) 786-2289 or 866-LUV-GRAND (588-4726) or email Tonya at tonya@glaok.com.

**Grand Lake Association
Attn: Pelican Festival
9630 U.S. Highway 59
Grove, OK 74344-4485
(918) 786-2289 1-866-luvgrand (588-4726)
Fax: 918-786-3386**

41st Annual Pelican Festival

October 4 & 5, 2024

You are invited to submit an application to participate in the 41st Annual Pelican Festival. More than 6,000 people are expected to visit during this event on the Grand Lake O' the Cherokees

Exhibitor's Eligibility

Application Form, City Form, copy of your Oklahoma Sales Tax Permit & booth fee must be received by September 25th, 2024. Please include a detailed description and/or photos of the items you have for sale.

Credit Cards

We will accept Visa, MasterCard and American Express for booth fees as well as Check or Money Order.

Checks – There will be a **\$50.00 fee** for all returned checks. **No Checks accepted after September 25th, 2024.**

Booth Requirements

MUST USE BLOCKS OR WEIGHTS TO HOLD TENTS DOWN, NO STAKES WILL BE ALLOWED IN THE ASPHALT.

Exhibitors must maintain sufficient quantities of merchandise throughout the weekend. The Pelican Festival will be held rain or shine. Exhibitors are responsible for cleaning their areas.

Participating arts/crafts vendors will be assigned booth space at set up on Friday.
If electric is needed please note that in the application. Limited electric available for \$25.

Booth charges are \$100 for a 10x10 space for both days.
Non-profit booth fee is \$75 for a 10x10 space for both days.

Cancellation Policy

Sorry, NO REFUNDS.

Who May Appear in the Show

The Grand Lake Association reserves the right to make final decisions as to whom and what products may exhibit at the show.

Security

The festival provides overnight security on Friday; however, we are not responsible for loss or damage.

SET-UP

Friday, October 4th8am – 11am

TEAR DOWN

Saturday October 5thafter 8pm **NO EARLY TEAR DOWN**

SHOW HOURS

Friday, October 4thNoon – 8pm

Saturday, October 5th.....10am – 8pm

All Vendors are encouraged to stay open until carnival closes at 10pm.

No vendor vehicular traffic will be allowed in the vendor area until after band finishes at 9:30 pm Saturday.

Parking for vendors will be located away from the tents during the event. Please bring your own equipment/dolly in order to unload your items, tables, tents and chairs. These WILL NOT be provided by the Grand Lake Association.

Important Information

Taxes – Exhibitors will be responsible for collecting sales tax on their merchandise. Exhibitors are required to provide the Grand Lake Association a copy of their **Oklahoma Sales Tax Permit**.

- ❖ If you have your own Oklahoma Tax Number, you may make your payment at your regular payment time, but you will be required to provide the GLA a copy of your Tax Number. Please note that the Tax Commission will be furnished with all vendors' name and address from the festival, this is required from the State Tax Commission and the City of Grove.

Vendors must attend a virtual meeting on September 24, 2024. We will offer a noon and a 4pm meeting time. This is a mandatory meeting, if you are unable to attend, please call and schedule a meeting with us no later than September 26, 2024.

Vendors are allowed to pull in and unload vehicles at their designated booth space Friday morning. After unloading, you must remove your vehicle from the show area before setting up your booth.

Vendors are responsible for disposing of their own trash throughout the duration of the Pelican Festival in the provided roll-off dumpster located near the restrooms.



41st Annual Pelican Festival Application

October 4 & 5, 2024

Please Print

Company Name/Business: _____

Contact Name: _____

Contact Phone (_____) _____ Cell (_____) _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____

Attach a Copy of Oklahoma Sales Tax Permit

Description of product(s) to be sold and/or exhibited: _____

❖ Please attach photo of items that you will be bringing (1-3 photos)

10x10 Booth outside \$100 Each Qty:

Non-Profit Organization \$75 Each Qty

Request for Electric \$25 Qty:

The Pelican Festival Participant does hereby agree to forever release, discharge, defend, indemnify and otherwise hold harmless the Grand Lake Association, and the City of Grove their officials, employees, agents and servants of, from, and against any and all claims, demands, expenses, or losses of any kind whatsoever, due to personal injury (including death) and/or property damage arising from or during, on account of, or in any way related to participating in the Pelican Festival.

By signing below, Pelican Festival participant agrees to all terms and conditions as stated in the application.

Signature: _____ Date: _____

Please Print Name: _____

Send application, full payment, copy of your sales tax permit, and other information to:

Grand Lake Association
Attn: Pelican Festival
9630 U.S. Highway 59 Grove, OK 74344-4485
(918) 786-2289 – Fax (918) 786-3386

VENDOR PERMIT APPLICATION

WOLF CREEK PARK FACILITY
VENDOR PERMIT APPLICATION

Vendor Name: _____

Vendor Address: _____

Vendor Phone No. _____

(Vendor must be available via phone during the event)

Vendor Tax Identification Numbers: _____

(Include Federal and State Tax Commission Number)

Provide a copy of an Exemption Letter if Vendor is exempt from collecting sales tax.

Name of Event: _____

Event Sponsor: _____

Is Event Sponsor a Local Community Organization Yes No
(ie: City of Grove, Grove Area Chamber of Commerce or Grand Lake Association)

Event Dates: _____

Will Vendor be Parking Overnight? Yes No

Brief description of the types of items to be sold by Vendor: _____

Has Vendor ever been convicted of a felony? Yes No

If Yes, describe the nature of the offense and the punishment of penalty assessed. _____

After close review of the Vendor Permit Application, I certify that the information provided is true and correct to the best of my knowledge. I acknowledge and authorize investigation of all statements contained herein. I understand that misrepresentation or omission of facts is cause for denial of a Vendor Permit.

Vendor Signature

Date

OVERNIGHT PARKING GUEST INFORMATION

**WOLF CREEK PARK FACILITY
OVERNIGHT PARKING GUEST INFORMATION SHEET**
Information required for each Overnight Guest

Event: _____

Dates Guest will be parking overnight: _____

Overnight Guest Name: _____

Overnight Guest Address: _____

Overnight Guest Phone No. _____

(Guest must be available via phone during the event)

Description of vehicle parking overnight: _____

Tag number of vehicle parking overnight: _____