

# DOGWOOD-AZALEA FESTIVAL

## Arts & Crafts & Food Vendors

### April 10-13, 2025

### Charleston, Missouri

Please fill out the Exhibitor Application Form and submit with payment.

Payable to: Charleston *Chamber of Commerce & Tourism*

Mail Application along with fee to:

Charleston Chamber of Commerce  
 110 South Main Street  
 Charleston, MO 63834  
 573-683-6509

\*A signed waiver must be sent with application\*

ALL SPACES ARE ON A FIRST COME FIRST SERVED BASIS - 2025 PRE-PAID VENDORS ARE CONFIRMED  
 If your trailer is part of your vendor space, you must include the tongue and deck (if any) in your space requirement calculations. If your unit fits in 4 spaces and you only paid for three, you may be moved to another location so as not to infringe on neighboring vendors' space. Booth spaces will not be held without payment.

Electronic payment may be available, please call 573-683-6509 for details.

#### FEE SCHEDULE

<b>BOOTH TYPE BOOTH SIZE: 10' X 10'</b>	<b>3 DAYS FRIDAY, SATURDAY &amp; SUNDAY</b>	<b>2 DAYS SATURDAY &amp; SUNDAY</b>
Crafter	\$200.00	\$150.00
Commercial, Corporate & Services (Corporate booths or sale of less than 65% handcrafted items)	\$410.00	\$385.00
Electrical Hookups	\$25.00 craft \$50.00 commercial	NOT AVAILABLE

<b># OF BOOTH SPACES NEEDED</b>	<b>BOOTH TYPE</b>	<b>ELECTRICITY REQUIRED</b>	<b># OF DAYS</b>	<b>TOTAL FEES</b>
	Crafter _____ Commercial _____	Yes _____ No _____ Electrical Fee _____	3 _____ 2 _____	\$ _____  Check # _____

**2025 Dogwood Azalea Festival  
Exhibitor Booth  
Rental Application**

Exhibitor Name:

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Business Name (if applicable):

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Cell Phone (\_\_\_\_\_) \_\_\_\_\_ -- \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Email: \_\_\_\_\_

PRODUCT PHOTOS & DESCRIPTION OF PROCESS USED TO MAKE HANDMADE ART OR CRAFT  
(PHOTOS REQUIRED) Email photos to [vendor@dogwoodazaleafestival.org](mailto:vendor@dogwoodazaleafestival.org)

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PLEASE ATTACH ADDITIONAL PAGES IF NECESSARY

The application deadline is March 20<sup>th</sup> (postmarked), and the entry fee is non-refundable after March 7<sup>th</sup>. Please mail your completed application with a check or money order payable to:

Charleston Chamber of Commerce  
110 South Main Street  
Charleston, MO 63834

# FESTIVAL GUIDELINES

1. No booth sharing is allowed.
2. Exhibitors will be responsible for their own exhibits. All tents, chairs, props, tie downs, plugs, electrical cords, hoses, and set-up are your responsibility.
3. Electric cords and hoses must be duct-taped or fastened to the ground for safety.
4. Vending space must be kept clean and trash disposed of properly each day.
5. Exhibitors are allowed to pull vehicles up to the curb for unloading during set-up times (ALONG CYPRESS STREET AND COMMERCIAL STREET). You must move your vehicle and trailer as soon as possible to allow other vendors needed space to unload. No vendors are allowed to show or sell from a trailer other than those grandfathered in.
6. All vendors must have a canopy that fits completely within their assigned space including weights or tie downs. SPACES are 10 x 10. If your canopy legs splay out, make sure they stay within 10x10. Nothing that shoots projectiles is allowed. No illegal knock-off brand items such as purses, clothes, etc., can be sold. No raffles may be held. No one may exhibit or sell items depicting guns, violence, sex, drugs, alcohol, illegal activities, gang signs.
7. No one may exhibit in any common space (space other than what is paid for within their 10x10 area)
8. No one is allowed to skip SUNDAY. If you are attending church services, you may delay your opening time until 12:30 pm.
9. You may leave your booth space set up overnight – at your own risk.

\*\*If you have any questions there will be Chamber Information Booths located at the park.

## EXHIBITOR SCHEDULE

### **THURSDAY**

- 8:00 am to 12:00 pm / Food Vendor Check In
  - Food Service may begin at 12:00 pm to 7:00 pm
  - Please check in with a Show Organizer before unloading
  - Set up
  - Booths will be inspected throughout close
- 12:30 pm to 7:00 pm / Arts & Craft Vendor Check In
  - Please check in with a Show Organizer before unloading
  - Set up
  - Booths will be inspected throughout the day, you have the option of staying open until 7:00 pm

### **FRIDAY**

- 8:00 am to 11:00 am
  - Please check in with a Show Organizer before unloading
  - Set up
- 6:00 pm
  - Close or you have the option of staying open till 7:00 pm

### **SATURDAY**

- 7:00 am to 9:00 am
  - Please check in with a Show Organizer before unloading
  - Set up
- 7:00 pm
  - Close or you have the option of staying open until 7:00 pm

### **SUNDAY**

- 11:00 am
  - Craft Show Starts
- 4:00 pm
  - CLOSE / Please do not pack up early, may stay open till 5:00 pm

Charleston Chamber of Commerce  
Dogwood-Azalea Festival 2025

**WAIVER**

I agree with the following Waiver

I release the Charleston Chamber of Commerce and the City of Charleston from any liability of any kind to any work of art or craft exhibited at the 2025 Dogwood-Azalea Festival. I agree to indemnify and hold harmless the Charleston Chamber of Commerce and the City of Charleston and its officers, directors, and agents from and against all claims, damages, losses and expenses caused in whole or in part of activities of participation in the 2025 Dogwood-Azalea Festival.

I further state and acknowledge that I am over 18 years of age, that I solely upon my judgement, without influence by anyone in making this waiver that no representation or statements made by the agents of the Charleston Chamber of Commerce as otherwise expressly stated herein, have influenced me granting, signing and executing this waiver.

I have carefully read and clearly understand this waiver.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_