

# BATTLE OF CARTHAGE REENACTMENT

## Documentation Checklist

**All documents and payment for event will reserve your spot.**

All vendors at the Battle of Carthage Reenactment must complete the following documentation and provide copies to Civil War Ranch:

- ❖ Battle of Carthage Reenactment 2024 Application (\$100 for 1 day- \$200 for both)
- ❖ Civil War Ranch 2022 Liability and Media Waiver
- ❖ Letter of No Tax Due from the State of Missouri
- ❖ Sales Tax Certificate from the State of Missouri
- ❖ Certificate of Business Liability Insurance with at least \$1 million in general liability, Civil War Ranch listed as the certificate holder and naming Civil War Ranch (11838 Civil War Ave, Carthage MO 64836) as an additional insured
- ❖ Jasper County Health Department Inspection (Annual or Temporary)
- ❖ Jasper County Merchant License

**VENDORS MUST CHARGE AND PAY SALES TAX.** Each vendor must track and report sales tax. All sales from the Carthage Civil War Reenactment must be collected and allocated to Jasper County (5.6%) for sales tax purposes. Contact the Missouri Department of Revenue for details: <http://dor.mo.gov/faq/business/special.php>

All documents provided must be filed with the proper agencies, State, County, and Municipal licenses, inspections, and tax payments are ultimately the responsibility of the vendor and business owner. No copies will be retained on file by Civil War Ranch, LLC or Battle of Carthage.

## **FOOD TRUCK & VENDOR GUIDELINES & REGULATIONS**

1. A specific space is NOT guaranteed for returning vendors on Sunday.
2. Any vendor seeking a space at this event must submit the included application together with ALL the following: 1) Signed 2024 Food Truck or Vendor Booth Application, 2) Signed Civil War Ranch Accident Waiver and Release of Liability Form, 3) Copy of all documents on the Document Checklist, 4) Payment in full
- 3. Invoices may be paid online through a link in your invoice, in person or at the office at 11838 Civil War Ave, Carthage, MO, ( Invoice will be sent when application received if you prefer to pay online.) Cancellations due to emergencies will be evaluated on a case by case basis. No refund will be given for cancelations made with less than 2 week notice before the event.**
4. All vendors must be in place by 9 am Saturday and Sunday and have their booth open and staffed from 10:00 a.m. until 5:00 p.m. on Saturday and 10:00 am to 3:00 pm on Sunday as indicated on application and assigned by event committee.
5. VENDORS MUST CHARGE AND PAY SALES TAX. Each vendor must track and report sales tax. All sales from the Battle of Carthage Reenactment must be collected and allocated to Jasper County for sales tax purposes. Contact the Missouri Department of Revenue for details: <http://dor.mo.gov/faq/business/special.php>
6. Water can be provided if needed. No water hookups.
7. NO GLASS BOTTLES
8. Trucks must be unhitched from trailers and parked in the designated areas by 9:00 a.m.
9. Each vendor is responsible for moving trash to the dumpster at the end of the night.
10. Electricity will not be provided. Please plan accordingly.

If you have any further questions prior to arrival at the event, please contact Chris Westwood of Civil War Ranch at 417-237-0771 or by email at [chris@civilwarranch.com](mailto:chris@civilwarranch.com) .

PLEASE REMEMBER THAT YOUR REGISTRATION CAN NOT BE FINALIZED UNTIL WE HAVE RECEIVED YOUR COMPLETED SIGNED FORM, PAYMENT, AND ALL REQUIRED DOCUMENTATION.

# CIVIL WAR RANCH ACCIDENT WAIVER AND RELEASE OF LIABILITY FORM

## BATTLE OF CARTHAGE REENACTMENT EVENT (June 15<sup>th</sup> and 16<sup>th</sup> 2024) Civil War Ranch (11838 Civil War Ave, Carthage MO 64836) 9 am to 5 pm

I HEREBY ASSUME ALL OF THE RISKS OF PARTICIPATING AND/OR VOLUNTEERING IN THIS ACTIVITY OR EVENT, including by way of example and not limitation, and risks that may arise from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective equipment or property owned, maintained, or controlled by them, or because of their possible liability without fault. I certify that I am physically fit, have sufficiently prepared or trained for participation in the activity or event, and have not been advised to not participate by a qualified medical professional. I certify that there are no health-related reasons or problems which preclude my participation in this activity or event.

I acknowledge that this Accident Waiver and Release of Liability Form will be used by the event holders, sponsors, and organizers of the activity or event in which I may participate, and that it will govern my actions and responsibilities at said activity or event. In consideration of my application and permitting me to participate in this event, I hereby act for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

- (A) I WAIVE, RELEASE, AND DISCHARGE from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me including my traveling to and from this event, THE FOLLOWING ENTITIES OR PERSONS: Civil War Ranch, LLC, Battle of Carthage, Vision Carthage, County of Jasper, their directors, officers, employees, members, volunteers, sponsors, representatives, and agents, the activity or event holders activity or event sponsors, activity or event volunteers;
- (B) I INDEMNIFY, HOLD HARMLESS, AND PROMISE NOT TO SUE the entities or persons mentioned from all liabilities or claims made as a result of participation in this activity or event, whether caused by the negligence of release or otherwise.

I acknowledge that this activity or event may involve a test of a person's physical and mental limits and may carry with it the potential for death, serious injury, and property loss. The risks may include, but are not limited to, those caused by terrain, facilities, temperature, weather condition of participants, equipment, vehicular traffic, actions of other people including, but not limited to, participants, volunteers, spectators, coaches, event officials, and event monitors, and/or producers of the event, and lack of hydration. These risks are not only inherent to participants but are also present to volunteers.

I hereby consent to receive medical treatment which may be deemed advisable in the event of injury, accident, and/or illness during this activity or event.

I understand that at this event or related activities, I may be photographed. I agree to allow my photo, video or film likeness to be used for any legitimate purpose by the event holders, producers, sponsors, organizers, and assigns.

The accident waiver and release of liability shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

I CERTIFY THAT I HAVE READ THIS DOCUMENT, AND I FULLY UNDERSTAND ITS CONTENT. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND I SIGN IT OF MY OWN FREE WILL.

\_\_\_\_\_  
PRINT FULL NAME

\_\_\_\_\_  
NAME OF TRUCK/BUSINESS

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

# BATTLE OF CARTHAGE REENACTMENT VENDOR APPLICATION

PLEASE SUBMIT THIS FORM VIA EMAIL TO [chris@civilwarranch.com](mailto:chris@civilwarranch.com) .

Contact Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Facebook/Instagram \_\_\_\_\_

Email address (REQUIRED) \_\_\_\_\_

MO Tax ID Number \_\_\_\_\_ Do you use friers? Yes \_\_\_\_\_ No \_\_\_\_\_

Description of ALL Products. HIGHLIGHT any items you would like to consider exclusive for advertising.

\_\_\_\_\_  
\_\_\_\_\_

Date(s) of desired participation: June 15th \_\_\_\_\_ June 16th \_\_\_\_\_

**There are no electrical hook-ups available.**

**Need water \_\_\_\_\_ (no hook ups available. Vendor will need to provide container.)**

## Space Requirements:

Truck/Booth Type: \_\_\_\_\_ truck; \_\_\_\_\_ trailer; or \_\_\_\_\_ tent/canopy (must be freestanding).

Space required/requested: Length of \_\_\_\_\_ feet; width of \_\_\_\_\_ feet; height of \_\_\_\_\_ feet;

\*Space includes all trucks, trailers, generators, and equipment that will be used throughout the day. Trucks that can unhook from trailers need to be moved to a parking area by 9:00 am.

**ALL REGISTRATIONS WILL BE ACCEPTED ON A PAID, FIRST COME/ FIRST-SERVE BASIS.**

\_\_\_\_\_ PLEASE INITIAL TO INDICATE YOU ACCEPT ALL TERMS STATED ON THIS APPLICATION.

By submitting the application, the undersigned acknowledges receiving, reading, and fully understanding all the included guidelines and regulations. I understand that submission of this application with the required documentation does not guarantee my admission to Food Truck Friday in Central Park. Carthage Convention & Visitors Bureau, City of Carthage, and affiliated venues, volunteers, and sponsors are NOT responsible for accidents or theft.

Signed \_\_\_\_\_ Date \_\_\_\_\_