



**Vendor Parking for unloading only:** South Lot of Lee Williams High School, adjacent to Metcalfe Park. Please move your vehicle to either the far end of Lee Williams High School parking lot, or several blocks east on Beale Street, to keep parking spaces open for attendees.

**Utilities:** **There are no hook ups for electricity or water for vendors in the park.** It is up to the individual vendors to provide their own power source.

**Overnight Security:** Security service will be on Park grounds on Friday and Saturday nights; however, you are advised to remove your valuables. The Kingman Route 66 Rotary Club will not be responsible for losses or damage incurred by vendors.

**Weather:** Usually sunny with mild to hot temperatures during the month of May. KFOTA will go on, rain, wind or shine (there will be no weather-related refunds). Come prepared with plastic in case of showers and weights in case of wind.

**License & Taxes:** **Effective February 5, 2025, the City of Kingman no longer requires vendors to purchase special event permits (\$11 fee) when participating in events in the City. However, the City does require event hosts to submit pertinent vendor information to their office before an event. Therefore, Kingman Rt. 66 Rotary Club will continue to use the Special Event Permit form to collect the required information for the City. This form must be completed by ALL vendors and must include vendor's business license number (if applicable) and vendor's TIP number. We do not need copies of these documents**

**Liability:** The Kingman Route 66 Rotary Club, the Kingman Route 66 Rotary Club Foundation, and Rotary International will not be held responsible for theft, loss, or damage to you or your property before, during, or after KFOTA.

**Disclaimer:** KFOTA is a family event. Therefore, obscene or vulgar merchandise is not allowed. Vendors attempting to sell this kind of merchandise may be asked to leave the park with no refunds. We cannot guarantee booth spaces, but we will do our best to accommodate everyone regarding shade, booth space and handicap accommodations but it will depend on when we receive your completed application documents, fees and availability. **Shaded booths are very limited due to tree removal by the City of Kingman Parks Dept. It is highly recommended to bring your own shade and cooling sources for yourself and your products.**

Return your vendor application, City of Kingman Special Event Permit, appropriate fess, and product pictures to:

**US Mail:** 2025 Kingman Festival of the Arts  
Kingman Route 66 Rotary Club  
PO Box 166  
Kingman, AZ 86402

**Make all checks payable to: Kingman Route 66 Rotary Club Foundation**

**OR submit vendor event documents electronically to (Credit Card applications only):**

**[rt66rotaryevents.com](https://rt66rotaryevents.com). Click on Kingman Festival of the Arts button.**

2025 47th Annual Kingman Festival of the Arts

Vendor Application Form (please print)

Vendor Name: \_\_\_\_\_ Phone Number \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

What products are you selling? Please provide pictures and a detailed list of products. Pictures are required to reserve your booth space. If you sell products at KFOTA which are not listed, you may be asked to leave the event with no refund.

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

Complete Check List to reserve booth space:

- Vendor Application Form
- Pictures of Product(s) if not submitted in past years
- Special Event Permit – Vendor Information required to be submitted to the City of Kingman.
  - \$11 permit fee NOT REQUIRED
- Booth Registration Fee –\$175.00/per Booth (Registration Deadline 5/05/25)

Number of 10’x10’ booths at Metcalfe Park @ \$175.00 per booth \_\_\_\_\_ \$ \_\_\_\_\_

Total amount enclosed \$ \_\_\_\_\_

Check # \_\_\_\_\_

Please make checks payable to: Kingman Route 66 Rotary Club Foundation.

If paying by Credit Card, a 4.0% transaction fee will be added to your card.

Credit Card # \_\_\_\_\_ Exp. Date. \_\_\_\_\_ SecCode \_\_\_\_\_

Billing Address \_\_\_\_\_

Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_

I understand that my application is not complete until the Kingman Route 66 Rotary Club has received ALL appropriate documents and fees. I agree to all of the terms and conditions as outlined in the Vendor Information, Terms and Conditions document.

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

