



Cotter Area Chamber of Commerce VENDOR/EXHIBITOR AGREEMENT

24th Annual - COTTER'S BIG SPRING PARK - MAY 2nd, 2026 – Rain or Shine – No refunds

Company Name:	
Contact Name:	
Mailing Address:	
Email:	Phone:
Type of products or service:	
Cotter Area Chamber of Commerce Member (yes/no)	
Do you require electricity? If yes, add \$10 to your fee. (yes/no)*	

*Outlets are assigned on a first-come, first-serve basis. We do not provide extension cords or tables.

1. All installations in the booth(s) shall be subject to the approval of the event representatives. The Trout Festival Committee will determine the placement of the vendor. Vendors shall not transfer or sublet the space or any part thereof or permit the same to be used by any other person. Vendors shall remain open throughout the entire event and shall not dismantle before the official end of the event without prior approval. Vendors will use designated parking after unloading. Vendors shall be responsible for clean-up and removal of all trash and debris brought to the event as a result of sales by the Vendor
2. Vendors agree to abide by all governing rules and regulations of the Trout Festival and Big Spring Park as well as those which may be later be established for the protection of the public. The decision of the Trout Festival Committee must be accepted as final in any disagreement.
3. Vendors are responsible for all sales taxes due to the Dept of Finance & Administration (DFAS) for applicable sales of their products. Form ST370 (Special Events Tax Report) will be provided to each Special Event Vendor. Special Event Vendors must remit the sales tax along with their completed form to the Cotter Area Chamber of Commerce at the end of the day. **State law requires the promoter of special events to collect sales tax from Special Events Vendors.**
4. Vendor hereby indemnifies the Cotter Area Chamber of Commerce and the City of Cotter for any and all expenses, judgments, attorney's fees or any cost of any nature resulting from any liability for any reason resulting from vendor's sales at the event.
5. No alcoholic beverages are permitted on the ground other than the specified area approved by the City of Cotter.
6. **Food Vendors will be required to provide a current Food Handler's Permit.**
7. Applications must be submitted by **April 12th** unless special considerations are approved by the Chamber.

Booth Space Pricing (add \$10 extra for electricity)

_____ \$30 for non-profits for each 12'x12' space	_____ \$40 with electricity	_____ \$50 Kayak Exhibitor
_____ \$40 for Vendors for each 12'x12' space	_____ \$50 with electricity	_____ \$100 Boat Exhibitor
_____ \$80 for Food Truck/ Food Vendors taking up 3 space	_____ \$90 with electricity	

I have read and agree to hold the management and sponsors of the Cotter Area Chamber of Commerce free from all liability and damage by reason of injury to person or property by the exhibitor, their helpers or employees. The Chamber shall not be responsible or liable for fire, theft, water damage or breakage, whether caused negligently, willfully or otherwise. Manufactured products shall be placed at the risk of the owner.

Signature

Date

Amount Enclosed: \$ _____

Return signed application with check or money order to:
Cotter Area Chamber of Commerce, PO Box 489, Cotter, AR 72626.
 Please direct any questions to email CotterGassvilleChamber@gmail.com.