37th Annual Roots Festival
Friday, August 28, 2026 and Saturday August 29, 2026
Arts & Crafts Booth Guidelines and Rules
This is an outdoor festival in Paola's historic park square. Please read this information carefully.

REQUIREMENTS:

- With your application you must send in no less than 4 updated photos showing the types and quality of items you will be offering as well as a detailed description of those items. These pictures will be used to place vendors. If you do not send photos your application will be returned. Not necessary for returning vendors unless new products are added.
- The following items will **NOT** be allowed: flea-market items, toy guns, throwing stars, or anything construed to be a weapon, drug-related T-shirts or paraphernalia, fart bags, stink bombs and silly string. The Roots Festival committee reserves the right to disallow the sale of any item(s) it deems inappropriate. A pre-festival inspection after all booths are set up will be conducted and you will be asked to remove any offensive or inappropriate item(s) from the premises. If these items re-appear at any time during the festival, you will be asked to leave without a refund, and your application will not be accepted in the future.
- By signing the application, you acknowledge that you have read and fully agreed to be bound by the guidelines and rules of this event. Unsigned applications will be returned.

BOOTHS:

- We **WILL NOT** accept booth location requests.
- Booth fees must accompany the application, or it will be returned. No faxes accepted.
- We will be placing booths according to the types of merchandise offered, i.e. purely hand-crafted items vs. commercial items vs. community services.
- It is possible that your application for this festival will not be accepted. If we receive a large number of vendors offering the same type of items, if we are unable to identify the quality of your items, or if we receive an incomplete application, your application may not be accepted.
- Booth spaces are open air on grass, or on concrete/asphalt. We do not supply tents, tables, shelving, chairs, etc. Tents must be free standing and fit in the allotted space with adequate weights in case of wind. No vendor will be allowed to stake or drill tents to the concrete/asphalt.
- Electricity is limited. Apply early. Electricity cannot be guaranteed to all that apply. Vendors must supply all extension cords.
- Deadline for applications is Monday, August 1, 2026. Absolutely no refund if your application is accepted.
- Confirmation letters/calls will be mailed out/called on an "as received/accepted" basis. If your application is not accepted for the festival your pictures and check will be returned to you, along with an explanation.

SET UP:

- Arts and Crafts vendors check-in from 8:00 a.m. until 12:00 p.m., Friday August 28th. CHECK-IN WILL BE AT THE **CORNER OF PEARL AND PEORIA** streets (northeast corner of park square) at which time you will receive your booth packet and space assignment. **Please be patient**, as our volunteers attempt to the best of their ability to expedite placement. **Thursday evening check-in must be pre-approved**.
- Overnight security will not be provided.
- No breakdown of booths before 10:00 p.m. Friday and Saturday night. Any vendors who break down before this time will not be invited to return the following year. **No 'unmanned' booths allowed**.

GENERAL:

- **NO PARKING of ANY support vehicles** on the square throughout the festival with the exception of loading and unloading of wares. Those not complying will be towed at the owner's expense. Parking is available in various parking lots adjacent to park square.
- Paola Roots Fest, Inc. reserves the right to allow/disallow use of generators based on loudness.
- **The Paola Roots Festival must receive application and fees no later than August 1, 2026.** There is a late fee of $50.00 (due with application) for any submissions after August 1st.

Regards,
The Board of Directors
Paola Roots Festival, Inc.

Paola Roots Festival
Friday August 28 and Saturday August 29, 2026

Please type or print

Personal Name: _____

Phone: _____

Business Name: _____

Support Vehicle License Plate (required): _____

Address: _____

Please check one:

Arts/Crafts 10 X 10 Booth - $75.00 _____

Arts/Crafts 10 X 20 Booth - $125.00 _____

E-Mail address: _____

Commercial or Buy/Sell Vendor Booths
up to 10 X 20 in size - $200.00 _____

Electrical needs (provide number of circuits and amperage):

After August 1st - add $50.00 _____

Total Enclosed $_____

Waiver of Liability: In consideration of y our accepting this application, I the undersigned, intending to be legally bound, hereby, for myself, my heirs, my business, executors and demonstrators, waive and release any and all rights and claims for damages I or my business may have against the Paola Roots Festival, City of Paola, the county of Miami County, KS the Paola Chamber of Commerce, the Paola Roots Festival sponsors, KCBS, their representatives, successors, and assigns for any and all injuries suffered by myself, my business, or my guests in the event. Further, I hereby grant full permission to the event organizers and/or agents authorized by them, to use any photographs, videotapes, recording or any other record of the event for any legitimate purpose.

I have read and fully agree to be bound by the guidelines and rules of this application.

Signature and date: _____

Send application and money order to:

Paola Roots Festival, Inc.
Lindsey Maxwell
20244 W 194th Street
Spring Hill, KS 66083

To make Credit Card payments **add $5.00 to your total** and use the following Link: https://square.link/u/in55PQqo

Detailed description of your items: _____

An itemized list of wares and photos MUST be attached, or application may be rejected.

- APPLICATION DEADLINE IS THURSDAY, AUGUST 1, 2026
- QUALITY ITEMS ONLY- NO WEAPONS OR FLEA MARKET ITEMS
- ALL APPLICATIONS MAY NOT BE ACCEPTED
- ABSOLUTELY NO REFUND IF APPLICATION IS ACCEPTED
- YOU MUST SEND AT LEAST 4 UPDATED PHOTOS WITH YOUR APP (If new)
- YOU MUST SEND A DETAILED DESCRIPTION OF YOUR ITEMS (If new)
- INCOMPLETE APPS WILL BE RETURNED
- THE ROOTS FESTIVAL COMMITTEE, INC. WILL ASSUME NO RESPONSIBILITY FOR LOSS OR DAMAGE TO ANY VENDOR PROPERTY

Need More Information? Lindsey Maxwell at lindseymaxwelldoula@outlook.com
or call 913-526-1504.