

A one of a kind event for the St. Louis area! Taking place in the heart of the second largest waterfowl hunting area in the United States, Duckfest is an outdoor festival celebrating all things outdoors. This all day, all ages event has something for everyone! Beginning in 2014, Duckfest has provided waterfowl hunters from around the region a unique event catered to their passion for the outdoors and hunting. Steered by a committee made of passionate local business professionals and leaders, Duckfest has raised hundreds of thousands of dollars for charity since its inception. In 2017, Duckfest became a certified 501(c)3 nonprofit, further solidifying its place as an established, growing event. We hope you'll consider being a part of our continued success!



## VENDOR INFORMATION



## NOTABLE FEATURES

- Attendance Average: 2000+ & Growing
- 75% Male
- Upper Middle - High Income Levels
- Majority Residents of St. Charles, St. Louis, Franklin, Warren, & Jefferson Counties
- Majority 35 - 70 Years of Age
- Continued Growth in Revenue & Sponsors
- Business Owners, Professionals, & Community Leaders Well Represented
- Increase in Number of Attendees From Around the Midwest



**SATURDAY OCTOBER 7TH**  
**12:00PM - 10:00PM**

**THE HANGAR AT SMARTT FIELD**  
**(6390 GRAFTON FERRY ROAD)**

All proceeds raised from Duckfest 2023 benefit local nonprofit organizations. For a list of current & past recipients

Visit [www.DuckfestMO.org](http://www.DuckfestMO.org)

[www.DuckfestMO.org/VENDORS](http://www.DuckfestMO.org/VENDORS)

## BOOTH RULES & REQUIREMENTS

- Vendors may sell or take orders for products, collect attendee info., or showcase products/services. Vendors are encouraged to give out samples or handouts if desired.
- Vendors are responsible for their own licensing or permits required to participate at event. License is **required** to sample any food/beverage.

## SET UP & HOURS OF OPERATION

- Each vendor space measures 10' x 10' and includes 2 (two) chairs and 1 (one) 8' table. (Vendor may bring own tent.)
- Vendor is responsible for table coverings, appropriate signage, & WiFi hotspot if needed.
- Spaces are limited and are offered on a first-come, first-serve basis. Event staff will assign booth space, taking into account vendor preferences and availability. Vendor will be notified of placement before the event, along with load-in information.
- Vendors can include appropriate signage and displays within their allotted spaces while minding the space of their neighbors.
- **Booth space will be available for set up from 8:00 AM to 11:30 AM. Storage of items before that time at the facility is not possible.**
- Vendor booths must be ready to open by 12:PM and remain open until 4:00 PM.
- All vendor trash, supplies, equipment, etc. must be removed from the facility no later than 10:30 PM the day of the event.

## PAPERWORK & FEES

- ALL participating vendors must complete & return Vendor Confirmation Form along with payment by **September 8th, 2023**. Without BOTH form and payment, vendor space will not be held.
- Pricing for spaces is a donation of \$150. The payment is nonrefundable.
- **Vendors must provide a copy of business' Certificate of Insurance with Duckfest listed.**
- **If making sales at Duckfest, a Sales Tax # must be provided**

*Disclaimer: Duckfest, Inc., participating charities, committee members, staff, and event volunteers are not liable for any lost, damaged, or stolen items as it relates to the event. By participating, vendors are responsible for all equipment, products, and other items brought to furnish their booth space. Duckfest, Inc. has the right to deny applications and issue a refund at our convenience.*

### Main Vendor Contact for Duckfest:

Kristie Scheidegger | KristieScheidegger@gmail.com | 314.479.7100

# 2023 VENDOR CONFIRMATION FORM

Business or Organization Name: \_\_\_\_\_

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

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

Main Contact: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Business or Organization Description: \_\_\_\_\_

Day of Activity (sales, informational, sampling, etc.): \_\_\_\_\_

Sales Tax # (If making sales the day of event): \_\_\_\_\_

### Payment Information:

- Check included. (Must be made payable to Duckfest, Inc.)
- Credit Card:
  - CC #: \_\_\_\_\_
  - Exp.: \_\_\_\_/\_\_\_\_ Sec. #: \_\_\_\_\_ Zip: \_\_\_\_\_
- Paying online at [www.DuckfestMO.org/Vendors](http://www.DuckfestMO.org/Vendors)
- Please invoice me.  Large Display? (+ \$25)  
More than 10x10' of Space

Authorizer Signature\* \_\_\_\_\_

*\*By signing, I acknowledge I have read and agree to the vendor rules & guidelines attached (left) to this confirmation form.*