

Native Comedy Night and Vendors - Riverwalk I Jenks Vendor Requirements/Rules/Regulations Friday, September 27, 2024 Vendors - 3:00 pm - 7:30 pm Comedy Show 6:30 pm - 7:30 pm



VENDOR REQUIREMENTS

- Must be an enrolled citizen of federally-recognized tribe (attach copy of verification with application).
- Complete vendor application and Temporary Vendor's License application.
- Arts, Crafts, and any other handmade items are strongly encouraged and shall be given priority over all other items including commercial items.
- This is not a flea market.
- Vendors must be set up and operational for the duration of the event.
- There is a \$20 set up fee.
- Application September 20th.

2. Vendor Space Rules and Regulations

- Space is limited and is granted on a first-come, first-served basis.
- Vendor spaces are located throughout Riverwalk Crossing.
- All set-up needs are the responsibility of the vendor.
- Electrical outlets are available. Please note on application if you need access.
- Vendors may begin set-up no earlier than 1:00 PM. Be operational 3:00 PM 7:30 PM.
- Mind the schedule and adhere to rules out of respect for patrons, fellow vendors, and event staff.
- Please note, this is an outside event. Feel free to bring lights and decorate your space to add to the atmosphere at Riverwalk.

3. Temporary Vendor Tax License Fee

- 4. Muscogee (Creek) Nation citizens are exempt of fees with proof of enrollment.
- 5. All others pay a fee of \$50 made payable to MCN Tax Commission due upon submission of application.
- 6. Information on the Temporary Vendor's License application should be consistent with the vendor application.
- 7. Submit the Temporary Vendor's License application with a copy of citizenship card with the vendor space application.
- 8. Return both applications by mail, email or, in person, to the Redstick Gallery, 105 S. Grand Ave, Okmulgee.

Vendor Coordinator

ShaVon Agee, Program Manager

Cultural Center & Archives

The Muscogee (Creek) Nation

P.O. Box 580 | Okmulgee, OK 74447

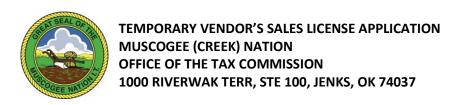
sagee@MuscogeeNation.com | 918.549.2434 | 918.758.5557

Vendor Application

First Name:	Last Name
Address:	
Phone Number:	Email Address:
Tribal Affiliation:	
Description of items being sold (Please n	

Return completed application and Temporary Vendor's License application to:

ShaVon Agee, Program Manager Cultural Center & Archives The Muscogee (Creek) Nation P.O. Box 580 | Okmulgee, OK 74447 sagee@MuscogeeNation.com | 918.549.2434



NAME OF LICENSEE (Last Name, First Name) ADDRESS (Street Address or PO Box)	CITY	MUSCOGEE (I	CREEK) ROLL #	
PHONE NUMBER (Area Code + Number)	EMAIL ADDRESS	SSN &/OR FEI	N	
EVENT NAME		EVENT DATE(EVENT DATE(S)	
EVENT SITE LOCATION	CITY	STATE	ZIP	
BUSINESS INFORMATION (If different than License	ee Information)			
BUSINESS NAME		PHONE NUMBER (Area Co	de + Number)	
BUSINESS ADDRESS (Street Address or PO Box)	CITY	STATE	ZIP	
Any business or person conducting sales on Mus	cogee Nation properties must have	authorized approval to use eve	nt locations.	
Is this event located within the Muscogee Nation Bounda	aries?		Yes □ No	
Did you receive approved permission to host your event *Please attach copy of permit or email granting permissi			Yes* No** est permission.	
Are you renting/leasing the business location?* *If you answered YES, please give name and address of t			Yes* □ No r lease agreement.	
LESSOR NAME (Name on lease)		PHONE NUMBER (Are	ea Code + Number)	
LESSOR ADDRESS (Street Address or PO Box)	CITY	STATE	ZIP	
·	submitted with Temporary Vendor uired documentation will delay the p e's License Certificate must be visibl	processing of your application.	to event date.	
A sole owner, general partner, corporate officer, comm. I, the undersigned applicant or authorized representative, declare under the of my knowledge the facts set forth are true and correct, and that the requi	unity chairman, or authorized repre	esentative must sign this applica at I have examined this application and atta lance with the laws of the Muscogee (Cree	chments and to the best k) Nation and the rules	
and regulations of the Muscogee (Creek) Nation 1 ax Commission. I further a of these trust funds other than timely remittance to the Muscogee (Creek) Type or print name and title	acknowledge and agree that sales tax withholdir Nation is embezzlement and can result in fines a 	= -	Opate	