

OKTOBERFEST VENDOR Q & A INFORMATION

Q – Is Oktoberfest downtown Leavenworth?

A – NO! The Oktoberfest Festival Compound is NOT in the Leavenworth shopping area, but it is on Front Street, a couple blocks from the city core, between 10th and 12th streets in a fenced and gated area.

Q – Is there a fee for entry into Oktoberfest for guests?

A – Yes, there is a fee for entry to cover the expense of the entertainment, security, etc within the gated compound.

Q – How many guests attend Oktoberfest?

A – Oktoberfest has been growing about 20% per year, with an average of 10,000 per weekend last year.

Q – What type of vendors do well at Oktoberfest?

A – We like vendors who have a product that would sell well with a crowd that is partying, or something unique that would attract their attention.

Q – Are all food vendors accepted?

A – NO! Since Oktoberfest sells food for meals, we accept only food vendors that have snack foods or drinks that we are not already selling, such as nuts, chocolates, candy, popcorn, & hot chocolate, etc.

Q - Do the vendors provide their own Booth?

A - Yes and no! Project Bayern has always provided the booths in the past, and will continue to do so on Front Street. This year we will have a second area for vendors at our new 4th venue, and currently two options are being discussed: the option for vendors to bring their own booth and save \$50 on their booth fee for the new venue, or the option for us to bring in 20X20 tents and subdividing them. Indicate your choice on the application.

Q – Can I bring my children?

A - Yes you may bring children, but they;

- 1) MUST be with an adult at all times,**
- 2) MUST be gone by 9PM to follow the Liquor Control Boards laws, if they are under 18.**
- 3) May NOT “camp” behind the booths.**

Q – What do vendors need to bring?

A – Vendors need to bring:

- 1) Short extension cords and power bar.
- 2) Lighting for nighttime that does not draw too much power.
- 3) Warm clothes for nighttime.
- 4) Tables, decorations, display cases you need for your booth.
- 5) Roll of carpet or small carpets for you to stand on to help keep you warmer and for cushion.
- 6) A propane heater for warmth at night.
- 7) Food for snacks and lunch when you arrive to open your booth before the gates are opened. Vendors are welcome to buy their meals at one of our venues. If the vendor goes into Leavenworth, outside the compound, for meals, they must consume them outside the compound.

Q – Is there anything vendors may not bring?

A – YES a few items:

- 1) NO ELECTRIC HEATERS.**
- 2) No other cookers unless you provide your own generator, and only with approval.
- 3) No dogs.
- 4) No alcohol.
- 5) No food purchased outside the Oktoberfest compound during operating hours. All bags will be subject to inspection at the gates during operating hours.

Q – What time do vendor set up their booth?

A - Set up time is after 2pm Friday to opening at 6pm. If the vendor cannot be set up in 4 hours the vendor will need to contact the Vendor Coordinator so she knows when to expect you earlier Friday. The vendors are asked to drive in, unload, move and park their vehicle out of the compound, then complete your set up. This gives space for other vendors to move in.

Q – How much power is available for vendors?

A - Each booth will be provided with one power outlet (2 plugs). Our power is limited so vendors must keep their total wattage low for display and night time so all vendors have power. It's all or nothing!

Q – When will the vendors get their booth assignments?

A – Booth assignments will be sent out, ASAP or after September 15, when final payments for booths are received.

Q – How do the vendors find the location of their booth assignment?

A - Each vendor will receive a map of the compound with his or her assignment noted. There will also be a large map at each entrance to the Compound.

Q – Is there more than one entrance to the Oktoberfest Compound?

A – YES! There are three entrances.

West Gate – is between 9th and 10th St. on Front St. and is the west entry/security gate for guests. Vendors, in Front St. booths, may use it to load and unload with permission from the Vendor Coordinator.

Tenth Street Gate – is accessed from Commercial St. to 10th St. and is for vendors in Front St. booths, and all Oktoberfest employees.

East Gate – is on Front St. just beyond Division, and is the east entry/security gate for Oktoberfest guests. Vendors, in the new venue this year, will use this entrance.

Q - How do the vendors enter the Oktoberfest Compound?

A - Each vendor booth will be given 2 'Vendor Pass' ID cards when they arrive on Friday. Vendors will need a vendor pass to enter and leave the Oktoberfest compound fenced area. The vendor, who is working Oktoberfest more than one weekend, must bring the pass each weekend they work Oktoberfest.

Q – May vendors buy alcoholic beverages during Oktoberfest?

A - YES! Wristbands are required to purchase alcoholic beverages within the Oktoberfest venues. Bring your ID to either security entrance gate to get one.

Q – How do I find accommodations in Leavenworth?

A – The least painful way would be to call the Chamber of Commerce (509-548-5517) give them your price range and see what is available. You could also research the Internet. Just do it ASAP!

Q – Is parking available for vendors?

A – Sorry! Parking is limited! Since vendors arrive before visitors they will have first picking for spaces.

Q – Will there be security on Friday night?

A – Yes, there will be security within the chain link fenced area of the Oktoberfest parameters a) **every night of Oktoberfest**, beginning Thursday September 30th, and b) 24 hours a day between Oktoberfest weekends.

Q – Is there a Parade during Oktoberfest?

A – There is a short procession at noon each Saturday prior to the Keg Tapping Ceremony. The horse drawn beer wagon will end the parade in the compound, walking past the vendor booths. We ask the vendors to stay in your booth to watch, and do not attempt to pet the horses.

Q – Can the vendor leave their product overnight or for the three weeks of Oktoberfest?

A – Yes, if you wish to leave everything or just your display the area will be secure. It is your decision.

Q – When do the vendors clear their booth space?

A – Vendors may pick up their property late Saturday evening when the activity slows down or must be done **between 8am to 10am Sunday morning.** The crew for taking down tents also comes at 8am, so vendors must be on time.

Oktoberfest Vendor Coordinator vendors@leavenworthoktoberfest.com