

Vendor Policy

We are excited to host small businesses as vendors at **The Kre8 Place**. To ensure a safe, fair, and professional environment, the following policies apply to all vendors:

1. Eligibility & Registration

- Vendors must be an **established LLC** (proof of registration required).
- Vendor fee: **\$50 per event** (non-refundable, non-transferable).
- Vendors must be fully registered and paid in advance to secure a spot. No walk-up vendors allowed.
- Space is limited and is **first come, first served**.

2. Space & Setup

- Vendor space is limited to **one (1) 6 ft table** in width. You may not exceed this footprint.
- **Tables are not included**. If you need one, The Kre8 Place provides tables for **\$15 each**, available on a **first-come, first-served basis**.
- Vendors must bring their own table coverings, signage, and displays. (No tape on walls allowed)
- Setup time will be communicated prior to each event. Vendors must be fully set up **at least 30 minutes before event start time**.
- Breakdown must not begin until the event ends.

3. Equipment & Restrictions

- **No deep fryers** permitted.
- **No propane** or open flames permitted.
- If vending outside, vendors are responsible for obtaining the **required City of St. Louis permits**. Proof of permit must be provided prior to the event.
- Extension cords, power strips, and other electrical needs must be pre-approved. Limited outlets are available.
- Vendor equipment and materials must comply with fire and safety codes.

4. Marketing & Promotion

- Vendors are required to **promote the event at least 5 times** or invite 5 guests (posting flyers, sharing digital invitations, or tagging The Kre8 Place on social media).
- Promotion must be completed in the week leading up to the event.
- Failure to promote may impact eligibility for future vendor opportunities.

5. Conduct & Expectations

- Vendors must arrive on time and remain open for the duration of the event.

- Vendors are responsible for keeping their area clean and disposing of their trash at the end of the event.
- Vendors must conduct themselves professionally and respectfully to all staff, attendees, and other vendors.
- Vendors are responsible for collecting their own payments and reporting their own taxes.
- The Kre8 Place is not responsible for lost, stolen, or damaged goods, equipment, or personal property.

6. Additional Rules

- All sales must be contained within your designated space (no roaming or soliciting).
- No amplified sound or music from individual vendor tables unless approved in advance.
- Food and beverage vendors must follow all health and safety regulations (permits/inspection documentation may be required).
- Alcohol sales are **strictly prohibited** unless pre-approved and licensed.
- Any vendor who fails to comply with these policies may be asked to leave without refund and may be barred from future events.

7. Liability

By participating, vendors agree to indemnify and hold harmless **The Kre8 Place, its staff, and affiliates** from any claims, damages, or losses related to participation in the event.