

# COMANCHE

## **33<sup>rd</sup> Annual Comanche Nation Fair October 2<sup>nd</sup>, 3<sup>rd</sup>, & 4<sup>th</sup>, 2026**

### **Non-Profit Vendor: Rules & Regulations**

#### **1. Application Deadline**

- **Applications will be accepted until October 1, 2026 before 5:00pm**; however, booth space is limited and available on a first-come, first-served basis.

#### **2. Vendor Fee**

- There is no fee for Non-Profit Vendors; placement is **free of charge**.
- This is a **rain-or-shine event**; no exceptions.

#### **3. Liability & Assumption of Risk**

- Vendors agree that the Comanche Nation, the Fair Board Committee, and its employees are **not liable** for any loss, damage, injury, theft, or claims arising from acts of God, storms, high winds, fire, accidents, or other unforeseen events.

#### **4. Submission Requirements**

- Must submit a Non-Profit Vendor Application.
- Application must be fully completed and signed.
- **Submit applications to:**

**Comanche Nation Fair  
Attention: Rodney L. Parker  
P.O. Box 908  
Lawton, OK 73502**

#### **5. Designated Non-Profit Area**

- The Non-Profit Vendor area is located **East of the Pow Wow Arena** (see Vendor Map).

#### **6. Vendor Categories**

- The Non-Profit area consists of two categories:
  - **Non-Profit Organizations (North Side)**
  - **Tribal Programs (South Side)**

#### **7. Equipment & Setup**

- Each Non-Profit Vendor must provide all necessary equipment, including but not limited to tables, chairs, canopies, signage, and supplies.
- **Standard booth size is 10x10**. Vendors requiring additional space must notify Vendor Coordinator(s) in advance for approval.

#### **8. Power & Electrical Compliance**

- No electrical outlets are available in the Non-Profit area.
- No unauthorized extension cords or connections to other outlets.
- Electrical inspections will occur before and during the event.

#### **9. Generators & Pets**

- Generators are **not allowed** in the Non-Profit area.
- No pets allowed, except service animals (must remain leashed and labeled as service).

Revised & Updated: 3/12/2026

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## 10. Booth Placement

- Vendors **may not** move, swap, or exchange booth locations with another Non-Profit Vendor.
- All booth assignments are final.

## 11. Booth Restrictions

- Food and beverages (soda, juice, tea, etc.) are **prohibited from being sold** in the Non-Profit area.
- **Water** may be distributed **free of charge**, but may not be sold.
- Promotional items or merchandise may be **given away free**, but **may not be sold** under any circumstances.
- Organization/Program information may be provided to the public.

## 12. Clean-Up

- Vendors are responsible for maintaining a clean booth area and must remove all trash and materials at the conclusion of the event.

## 13. Security

- Security will be present but will not provide special treatment to any vendor nor will they patrol your booth area; best practice is to ensure your setup is put away and secured, if you need to leave briefly.

## 14. Exclusive Rights

- The Fair Board retains exclusive rights to sell items bearing “Comanche Nation Fair 2026”.
- Vendors may not give away items with this wording or similar verbiage.

## 15. Setup Date & Time

- Non-Profit Vendors may only set up on **Saturday, October 3, 2026**.
- Vendors are strongly encouraged to arrive **before 8:00 AM**, as Law Enforcement will close the main road for the Comanche Nation Fair Parade by **9:00 AM**.
- Vendors requesting setup on additional days (Friday and/or Sunday) must notify Vendor Coordinator(s) in advance for consideration by the Fair Board.

## 16. Breakdown & Removal

- All Non-Profit Vendors must clear their booth area by **3:00 PM on Saturday, October 3, 2026**.
- No setup is permitted on Friday or Sunday unless approval is granted by the Comanche Nation Fair Board Committee (see Rules & Regulations #15; Bullet Point #3).

## 17. Final Authority

- All decisions made by the Comanche Nation Fair Board Committee are final. No exceptions.



## **Non-Profit Vendor: Inclement Weather Information**

- **Event Continuity:** The Comanche Nation Fair is a rain, wind, or shine event. In case of severe weather, the Pow Wow will relocate to an alternate venue to ensure continuity.
- **Emergency Coordination:** Vendor Coordinators will immediately meet with the Fair Board Committee, Emergency Management, Injury Prevention, CHR, Fire Program/EMS, Public Information Office, and Law Enforcement to finalize transition plans.
- **Vendor Communication:** Once plans are confirmed, Vendor Coordinators will notify all vendors via call or text with clear instructions on next steps and reporting location.
- **Relocation Policy:** Transition to the new venue will operate on a **first-come, first-served basis**.
- **Space Limitations:** Alternate locations may have limited space and capacity.
- **Electrical Restrictions:** Power availability may be restricted; vendors must comply with all electrical guidelines.
- **Rules & Regulations:** Arts & Crafts, Food Vendor, and Non-Profit regulations remain in effect regardless of location.
- **Vendor Placement:** Designated spots are **not guaranteed** at the new venue.
  - Size and dimension requirements still apply—**no exceptions**.
  - Accommodations will be made to ensure fair and comfortable setups where possible.
- **Daily Setup for Vendors:** Vendors may need to dismantle and reassemble setups daily for property protection.
- **Food Vendor Restrictions:** Food vendors may face limitations or prohibitions based on venue regulations.
- **Vendor Responsibility:** The Comanche Nation Tribe, Fair Board Committee, and associated personnel are **not responsible** for transporting or distributing vendor equipment, water, electricity, furnishings, or related items.
- **Final Authority:** All decisions by the Comanche Nation Fair Board Committee are final and binding.

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Vendor Signature (Acknowledgement & Agreement)  
*For Rules & Regulations #1-20*

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Date

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Vendor Signature (Acknowledgement & Agreement)  
*For Inclement Weather Information*

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Date



**Non-Profit Vendor: Application**

**Business/Vendor Name:** \_\_\_\_\_

**Owner(s) Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Contact Number:** \_\_\_\_\_ **Type of Non-Profit:** \_\_\_\_\_

**Personal Email:** \_\_\_\_\_

**Items to be Sold:** (Not Required; Information/Freebies handed out only)

**Booth Size:** Set dimensions are **10' X 10'** and free of charge for Saturday only. Should Vendor require two (2) spaces or more, prior approval is needed. *(See Rules & Regulations, #7)*

**Electricity:** (No electricity provided in Non-Profit designation area)

\_\_\_\_\_  
Vendor Signature (Acknowledgement & Agreement)

\_\_\_\_\_  
Date

**VENDOR COORDINATOR ONLY:**

Date Received: \_\_\_\_\_ Payment Received: \_\_\_\_\_ Approved: \_\_\_\_\_

Date of Deposited Payment: \_\_\_\_\_ Receipt Received w/ Copy: YES NO

\_\_\_\_\_  
Vendor Coordinator (Acknowledgment & Approval)

\_\_\_\_\_  
Date