



HERITAGE FESTIVAL VENDOR APPLICATION
Saturday, May 21, 2011 ♦ 9:30 am to 5 pm

Application Deadline: _____

Vendor Fee

\$ 50 per 10' x 10' space \$75 for a 10' x 20' space (fees payable at time of application)

Name _____
Last First

Organization Name _____
(if applicable – list as you want it to appear in print)

Mailing Address _____

City _____ **State** _____ **Zip** _____

Phone (____) _____ **Cell phone** (____) _____

Email _____

Type of product sold _____

(food & type, jewelry, ceramics, prepared food, historical, etc.) It is important to list ALL products you intend to sell. Approval of products is made by the Festival Director.

Number of vending spaces you need: _____

Electrical & estimated amps YES _____ amps NO
Water YES NO

Our goal is to make sure every vendor is satisfied with their location. However, spaces are assigned at the sole discretion of the Festival Director and are not guaranteed.

(Please read, complete & sign this vendor agreement)

Vendor Agreement

By signing below, I certify that I have read, understand and agree to abide by the regulations of Astoria Bicentennial Celebration (ABC) as well as all laws, codes, and regulations that apply to doing business at ABC for its Cultural Festival. I agree to hold harmless ABC, the City of Astoria, and all of their officers, employees, representatives, directors or agents from and against all liability claims, suits, damages, levies, cost, losses and fees including attorney fees arising out of or related to my activities with ABC.

I understand that my assigned vending location is at the discretion of ABC and may vary from first assignment to move-in date. I understand that this contract may be terminated by either me or ABC at any time, without cause, on 48 hours written notice. In that event I will not be entitled to a refund of my application fee.

Print Name: _____

Address: _____

Signature _____

Date _____

Mail completed Application and application fee to:

Astoria Bicentennial Celebration

Astoria, OR 97103

Festival Phone: (503) 325-1010

ABC Phone: (503) 325-5889

Festival E-Mail: cyndi@AstoriaSundayMarket.com

ABC Email: abc2011@cumtux.org

(We recommend making a copy of this contract for your files before submitting application.)

ASTORIA BICENTENNIAL CELEBRATION REGULATIONS

Please retain this page for your reference.

Date: Saturday, May 21, 2011

Hours: 9:30 AM - 5:00 PM

Deadline: March 1, 2010

Vendor Fee: \$50 (10' x 10') \$75 (10' x 20')

Refunds: ABC will refund 100% of vendor fee if written cancellation is received up to sixty days prior to the Festival. 50% of fee will be refunded with 30-day written notification. No refund will be given if less than 30 days written notice is provided.

Space Assignments: The Festival Director assigns all vendor spaces. Booth space **may not** be sublet to another vendor without prior consent and approval of the Festival Director.

Cancellations/ Terminations: **Cancellations must be in writing.**

NO EARLY TEAR-DOWN: Vendors must remain in place from 10 am until 4 pm.

Tents: Vendors supply their own tents to fit 10' x 10' space.

Canopy Weights: Weights are required on all canopies.

Market Setup/Takedown: Set-up may begin by 6 AM and must be finished by 9:00 AM. No vehicles allowed on street or in vending area after 9:00 AM. Your space will be held until 9:00 AM. You may park in front of your space to load and unload only. Please move your vehicle before beginning setup. Take-down begins at 5:00 PM. **No vendor vehicles are allowed on the Festival Street or area until 5:20 PM.**

NO ON-STREET VENDOR PARKING -- this includes Street Parking on Marine and any street parking in front of an existing business.

Cleanup: You are responsible for keeping your space clean & the removal of all trash at the end of the day.

Products to be sold: We seek culturally significant products; historic products; or approved Bicentennial promotional products. **You cannot add new products for sale without prior consent from the Market Manager. Sell only products listed on your contract. Products will be juried by committee to ensure compatibility with the goals of this Festival.**

No Smoking! at the Festival

Food Vendors:

- You are responsible for meeting applicable health department codes.
 - You must take all of your trash with you at the end of the day.
 - You are responsible for meeting all regulations in the State of Oregon that pertain to your business
- Vendor Guidelines: Additional vendor guidelines as well as instructions for move-in/tear down will be provided by March 21, 2011. If you have any questions please call 503-325-1010.