



The 7th Annual
Hood Canal Highland
Celtic Festival



September 2nd and 3rd 2017

Vendor Application

(Must be postmarked by July 2, 2107)

Organization:

Contact Name:

Address

City:

State and Zip:

Phone:

E-mail:

Webpage (We will include a free link to your site):

This is a legal contract, which entitles you to display/vend on Saturday and Sunday, September 2nd and 3rd 2017 from 9:00 a.m. to 6:00 p.m. In return for the use of the space assigned to you by the Hood Canal Highland Celtic Festival (HCHCF), you hereby agree to abide by all the rules and regulations stipulated below. In return, the HCHCF promises to promote and advertise this event.

REQUIRED DOCUMENTATION

1. Food vendors-please submit food pictures and menu descriptions with your application.
2. The Washington State Department of Revenue requires that professional merchandise vendors and food concessions have an active WA Unified Business ID#. If you are an out of state vendor, you will need a temporary WA Unified Business #. You must provide proof of an active or temporary WA Unified Business ID# to the Games Association. The Department of Revenue may be reached by telephone at 800-647-7706.
3. The Mason County Health Department requires that food concessions have a Mason County Health Department itinerant permit (out of county permits are not acceptable). Any restaurant participating as a vendor who is licensed in Mason County needs to obtain the itinerant permit because they will be operating at a location other than the restaurant (unless the restaurant has a catering license with the Health Department). If the food concessionaire has a Mason County "mobile food wagon" permit and

will be operating in the food wagon, then they do not need to obtain the itinerant permit. Food concessions must provide proof of a Mason County Health Department itinerant permit to HCHCF. The health Department may be reached by telephone at: 360-4279670, ext. 400.

4. The Hood Canal Highland Celtic Festival is required to carry special event liability insurance coverage for the event. As a part of this coverage, the insuring agency requires that we obtain certificates of insurance from all professional merchandise vendors and food concessions to verify products liability. All food and professional vendors must provide certificates of insurance to the HCHCF, naming HCHCF AND THE County of Mason, WA as additional insured. The insuring agency will receive a list of all vendors, along with copies of certificates of insurance.

RULES AND REGULATIONS

1. HCHCF provides space only. No trailer or motor homes will be permitted on the grounds except for food preparation booths as required by the Health Department.
2. Changing booth locations after assignments will not be allowed (without prior permission of the HCHCF).
3. Local police will not provide extraordinary patrols of the Event grounds. Night security guards may be on duty Friday and/or Saturday evening. The HCHCF and its organizers cannot be held responsible for loss, damage or stolen goods or property. Exhibitors/vendors are responsible for securing booth and products.
4. Each exhibitor/vendor must park their vehicle in designated parking area after unloading for the day.
5. Exhibitors/vendors will receive bracelets, which must be carried at all times; replacements provided at a cost of \$7.00 per bracelet. Organization: Contact Name: Address: City, State & Zip: Phone: Email: Webpage (we will include a free link to your site.)
6. The Festival is two days SATURDAY, Sept 3rd and SUNDAY Sept 4th. Your registration fee is for both days. Hours of operation for vending are Saturday 9:00 a.m. to 6 p.m. And Sunday from 9:00 a.m. to 6:00 p.m., at the conclusion of the Massed Bands performance. Set-up begins on Friday, September 2nd. By schedule times. Your packet will be provided at set up. No take-down will be allowed before closing time on Sunday.
7. Exhibitors/vendors are responsible for collecting and reporting sales tax. A chart for Mason County will be included in the information packet. The current sales tax is 8.5%.
8. Food concessions must have a current health permit and be ready for inspection.
9. Each booth must provide a small garbage can, which is to be emptied directly into the dumpster which will be designated on your booth location map. No dumping allowed in grounds garbage cans.
10. Each food concession booth shall provide two or more 32-gallon garbage cans with liners for the front of their booth. Food preparation boxes, garbage cans and boxes must be broken down and taken to dumpsters, not put in the public garbage cans. Clean – up of the area at the end of the day is required.
11. Exhibitors/vendors with power/electrical needs: Electricity will not be provided to your booth until the on-site electrician gives his approval to connect you to the power source. DO NOT ATTEMPT to hook up the main generator. Please do not attempt to hook up to the power until you are told to do so by HCHCF staff. If you hook up without prior permission, the HCHCF is not liable for any damage to your equipment. You must provide all your own extension cords and adapters. HCHCF will not supply these items.
12. Violation of any of the above will result in eviction from the grounds.
13. Because booth space fees are committed in advance to pay for the costs associated with the Festival, there are no refunds for any reason.

EXHIBITORS/VENDORS TYPE & SPACE NEEDED

Food Vendor – 10 x 10 booth \$150.00

Food Vendor requiring power: Additional \$25.00

Merchandise Vendor – 10 x 10 booth \$150.00

Merchandise Vendor – 10 x 20 booth \$ 250.00

Merchandise Vendor – 20 x 20 booth \$ 400.00

Merchandise Vendor – 20 x 30 booth \$450.00

Merchandise Vendor requiring power: Addition \$25.00

STATE PARK VENDOR FEE (REQUIRED: ALL VENDORS) \$50.00

Please detail power & water requirements (if applicable)

Your application fee includes four (4) entrance bracelets (2 per day per 10 x 10 space). Each additional 2-day pass is \$7.00.

Number of additional passes needed (@\$7.00 each): _____

Total Exhibitor/Vendors Fees Enclosed:

Check _____ Credit Card# _____

Visa/MC Expiration Date _____

Billing Zip code _____

RELEASE AND HOLD HARMLESS AGREEMENT: I hereby represent that I wish to participate as an Exhibitor/Vendor in the Hood Canal Highland Celtic Festival on September 2nd and 3rd 2017, sponsored by HCHCF. I recognize that any outdoor activity may involve certain dangers, including but not limited to the hazards of the forces of nature, and the action of other participant and other persons unaffiliated with HCHCF. I understand that these hazards produce a risk of physical harm or death, as well as a risk of loss or damage to my personal property. I further understand and agree that HCHCF would not be able to sponsor such Events without some form of agreement providing protection for HCHCF and its officers, directors, Belfair State Park, paid staff and volunteer's workers

I agree to allow the Hood Canal Highland Celtic Festival to photograph or record my activities at the event(s) for promotional purposes.

In consideration of, and as part payment for my privilege to participate in the Hood Canal Highland Celtic Festival, I hereby release the County of Mason, WA, HCHCF and its officers, Belfair State Park, directors and volunteer workers from any and all liability, claims and/or causes of actions arising out of, or in any way connected with my participation in any and all activities of said Event. I personally assume all risks in connection with these activities, and further agree to hold the County of Mason, WA and HCHCF and its officers, directors, Belfair State Park, paid staff and volunteer workers harmless from and against any and all liability, claims and/or causes of limited to those involving negligence on the part of such officers, directors, paid staff or volunteer workers, which result in personal injury or death to myself and/or loss or damage to my personal property. The terms of this agreement shall bind myself and my heirs, assign, and personal representatives.

I agree to leave the Belfair State Park property in the same condition as it was upon my arrival.

I have fully informed myself of the contents of this release and hold harmless agreement by reading it before I have signed it.

Signature: _____ Date _____

Print: _____ Title, Company or Organization

Hood Canal Highland Celtic Festival

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360 275-4898

www.hoodcanalscots.org

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