



Waimea Town Celebration

Heritage of Aloha Ho'olaule'a 2018

Friday – February 23rd and Saturday – February 24th

2018 Product Vendor Application Form – \$400 Booth Fee

Application must be completely filled out and returned by mail with a 50% deposit by Friday, January 5, 2018 to hold your reservation. Check should be made out to "WKBPA" with WTC 2018 noted in the comments section. **Full payment is required by Friday, February 2, 2018.** All booth fees received become **non-refundable** on January 26, 2018. The primary purpose of Waimea Town Celebration is to give non-profit organizations a means to raise funds for their activities in our community and will be given first priority.

Section I – APPLICANT / CONTACT INFORMATION

Name of Organization _____

Contact Person: _____ Title: _____

Email Address: _____ Website: www. _____

Mailing Address: _____

Cell Phone: _____ Daytime Phone: _____

Preferred Method of Contact: _____ General Excise License #: _____

Section II – PRODUCT DESCRIPTION

Please provide a list of ALL items/services that you wish to sell/advertise. (Attach another sheet, if necessary.) Be specific as possible. **Items not listed on this application may not be sold at Waimea Town Celebration.** We wish to have the greatest variety possible with no duplication to give everyone a chance to earn money. WKBPA reserves the exclusive rights to all beverage sales at this event.

Item/Service Description	Item/Service Description
1.	11.
2.	12.
3.	13.
4.	14.
5.	15.
6.	16.
7.	17.
8.	18.
9.	19.
10.	20.

Attach a separate sheet, if needed.

Section III – EQUIPMENT

WKBPA will supply the 10'x20' booth, selling counter, lights (1 each), table and bench. Vendors are responsible to supply their own tables and chairs and remove their own trash. All other furnishings are the responsibility of the Vendor. Additional tables can be rented for \$7.00 each and if requests are made below at the time this Application is submitted (prior to 1/5/18). Electrical service will not be provided for appliances and portable generators are not allowed.

Section IV – SPECIAL REQUESTS

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Section VI – Request for Donated Food Tickets & Organization Information

Waimea Town Celebration would like to promote your organization/business through announcements made on the stage by our emcees. Please consider donating an item(s) for a promotional giveaway (no cost to guest) held throughout the 2-day ho'olaule'a event. Please also provide a few sentences below about the history of your business and/or any interesting information to encourage support from our guests.

Will you be participating in our Promotional drawing by providing donated items? ☐ Yes ☐ No
If yes, arrangement for pickup will be made by an event volunteer. Mahalo for your consideration.

Section VI - Additional Rules for Participation

I/we understand and my organization/business agrees to the following:

- ✓ Any cancellation must be made in writing and postmarked by January 19, 2018. There are no refunds for cancellations after this date.
- ✓ Waimea Town Celebration will take place rain or shine. No rain date will be provided.
- ✓ No Food, beverage, or snack items may be sold from Product booths.
- ✓ Space assignments will be made at the sole discretion of WKBPA.
- ✓ The Waimea Town Celebration is a family-oriented event. Slogans, pictures and items that may be considered offensive will not be permitted. WKBPA reserves the right to refuse any product, item or vendor at its sole discretion.
- ✓ I will provide proper signage on my booth, clean up my area (pickup all zip ties) and take my trash with me when I leave the Historic Mill Site.
- ✓ Our booth will be open and in operation on Friday from 4:30 pm to 11:00 pm and Saturday from 10:00 am to 11:00 pm.
- ✓ Vehicles must be removed from vendor areas 30 minutes prior to advertised hours of operation. There is no reserved parking at the Historic Waimea Mill Site and a limited number of parking passes will be assigned on a first come, first served basis (by date of submitted application and deposit/fees) in the West Kauai Tech and Visitor Center's parking lot.
- ✓ Keeping our area (in front and in back of booth) clean throughout hours of operation and understand that all items must stay within the confines of the tent. No overflow will be allowed into the walkways.
- ✓ No alcoholic beverages are allowed outside of the Beer Garden or in vendor areas.
- ✓ Although security is provided during advertised hours of operation and overnight on Friday, I assume all risk of theft of any item or equipment left unattended.
- ✓ WKBPA does not guarantee sales and is not responsible for any loss.
- ✓ I understand and/or my organization/business agrees to assume all risk and injuries arising out of or resulting from the use of the facilities and/or properties located thereon. And further, to make no claim whatsoever for injuries against West Kauai Business and Professional Association (WKBPA), Kikiaola Land Company, County of Kauai, HTA, its agents or employees, arising as or resulting from the use of any booth(s), buildings, grounds, real property or personal property located thereon. I/we shall be personally responsible on behalf of myself and/or my organization/business for any damages sustained to the grounds, buildings or equipment because of the occupancy of said premises by myself and/or organization/business. I/we agree to abide by and enforce the rules, regulations and policies of Waimea Town Celebration as stated in this Application.

By signing below, I acknowledge that I have read this form in its entirety and understand/agree to its terms and conditions.

Signature: _____ Date: _____
(Application is not complete without signature.)