



Edmonds Chamber Foundation An Edmonds Kind of 4th

2010 Civic Playfield – Vendor Terms and Conditions

Pre-event Requirements:

- Read, understand and inform anyone from your group of these guidelines. Violation of these rules could result in immediate dismissal from the event.
- Acquire a Snohomish County Temporary Food-Service permit (if necessary)
- Acquire a City of Edmonds Temporary Vendors permit.

Insurance and Payment:

- Provide a certificate of insurance naming “An Edmonds Kind of 4th” and its staff, Edmonds Chamber Foundation and City of Edmonds as an additional insured for an amount of not less than \$1,000,000.00
- Valid payment must be received no later than June 19, 2009

Signage Requirements:

- All signage is to be provided by vendors and must be visible to event attendees.

Equipment Requirements:

- All vendors must provide their own electrical power via generator. (NO POWER ON SITE)
- All vendors must have a fire extinguisher. Vendors cooking with an open flame must have a model 40-B:C fire extinguisher. Non-cooking vendors must have a 2a-1OB:C model.
- If cooking with propane, all tanks must be a minimum of 5' away from all tents or booths.
- All food vendors must have their own warm water hand-washing unit if required by Health dept. Also potable water for personal use.
- Booth (tent with weighted anchors, tables, chairs) or self-contained service vehicle.

Set-up Instructions:

- Access to site for set-up is between 3:30 pm and 7:30 pm. Vehicles must enter through barricades at the north end of 6th Ave North. Set-up will be on the west side of 6th Ave across from Civic Stadium.
- Check-in immediately with the on-site Vendor Coordinator.
- Site can be windy: please include weighted anchors for all tents, canopies, and equipment.

Parking Instructions:

- Vehicles used for set-up must be removed from the site by 6:00 pm unless used as sales/service venue. Vendors may park vehicles on the street or at the Public Safety Building parking lot.

Event Information:

- Vendors may sell their products between 6:00 pm and 10:00 pm. All lights and generators must be shut down at 10:00 pm for approximately 30 minutes during the fireworks display.
- Products may only be sold from designated booth area.
- Emergency assistance will be available at the Command Center located on the west-end of the grand stand.
- There will be portable restrooms and garbage/recycle bins on site.

Tear Down Instructions:

- Booths may be disassembled following the fireworks show (approximately 10:30 pm), but not prior.
- Vehicles needed for tear down and loading may not enter the area until all spectators have exited.

Taxes:

You are responsible for collecting and paying all applicable taxes. The State of Washington Department of Revenue is asking that all special events provide them a list of vendors, along with their State of Washington Unified Business Identification (UBI) number. If you do not have one, a temporary UBI # can be issued to you free of charge by going online to: www.dor.wa.gov and click on *DOING BUSINESS* – under *Business Type* click on *Temporary & Seasonal Businesses* then click *Register online*. You can also call 1-800-647-7706 and go to *Tax Services*.

2010 An Edmonds Kind of 4th Vendor's Agreement

An Edmonds Kind of 4th, referred to as "The 4th" in this agreement, is staged where the Edmonds Chamber Foundation is a rent-paying tenant conducting a business. Accordingly, the Edmonds Chamber Foundation reserves the right to deny access to any Entity for any reason to the legal extent any business has a right to deny service to anyone at a business location. As the authorized representative of The 4th Vendor, referred to as "The Entity" in this Agreement, I agree to the following:

I understand and accept that any Entity wishing to apply to be present at the 4th to perform activities beyond that of a regular visitor or consumer will be denied access inside the festival layout unless:

- An Edmonds Kind of 4th Vendor Application is signed by an authorized representative and received by the Edmonds Chamber Foundation before the established deadline;
- The Entity is a business with a certificate of insurance and insurance coverage as required by the festival organizers;
- The Entity is a business with all the required federal, state and local licenses and permits necessary to operate a business at The 4th;
- Inside the festival layout and during open hours of The 4th, the Entity is only selling or promoting products or services that are fully disclosed on the application form, and is not selling, handing out, or delivering anything else and will hold harmless and indemnify The 4th for any liability stemming from the Entity's participation at The 4th;
- The products and services so sold are not, in the sole opinion of the Edmonds Chamber Foundation, subject to a controversy risk or present a security concern. The Chamber reserved the right to review subjects of political purposes and religious purposes and any other controversial subject matter.

While at The 4th, if the Entity does not conform to the above policy, I agree that, if asked to do so, the Entity, for which I sign this Agreement as the authorized representative, will leave the premises immediately without refund of any participation fees and costs incurred at that time.

I understand and approve that applications received without a signed agreement or a valid check will not be considered and that, without a certificate of insurance, the Entity will not be allowed at The 4th and, in such a case, participation fees already paid will not be returned. I certify that the information provided on the vendor application attached to this Agreement is true and complete.

Return your signed agreement, your application, your insurance certificate (see application form), one photograph of your booth and two of your products with your check made payable to Edmonds Chamber Foundation, PO Box 146, Edmonds, WA 98020-0146 by June 19, 2010. **Applications received without a signed agreement or a valid check will not be considered. Without a certificate of insurance, the Vendor will not be allowed at Fourth of July and, in such a case, participation fees already paid will not be returned.**

PAYMENT OPTIONS

ONLINE : EdmondsWA.com

MAIL OR DROP OFF TO: Edmonds Chamber Foundation, PO Box 146, Edmonds, WA 98020,
425-670-1496 x3, 425-712-1808 fax, chamberexec@edmondswa.com

I HAVE READ THIS NOTICE CAREFULLY. My signature on this application also signifies my agreement to indemnify and hold harmless the Greater Edmonds Chamber of Commerce, A Taste of Edmonds & its staff, the City of Edmonds, and Pacific Rim Talent, Inc. from all claims, actions, damages, liability and expense in connection with loss of life, personal injury, and/or damages to property resulting from your participation in A Taste of Edmonds. My signature serves as a waiver and release of all claims against the Greater

Read and approved, this _____ day of _____, 2010

4th of July Vendor Authorized Representative for (business name) _____

Representative's Name _____ Signature: _____



