



## Arts & Crafts Street Fair • July 18-19, 2009

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### VENDOR APPLICATION

THANK YOU FOR YOUR INTEREST IN SNOHOMISH'S KLA HA YA DAYS FESTIVAL. TO EXPEDITE YOUR APPLICATION FOR THIS 60+ YEAR FESTIVAL, BE SURE TO FILL OUT ALL QUESTIONS, SIGN YOUR APPLICATION AND INCLUDE YOUR BOOTH FEE! – APPLICATION DEADLINE IS March 15, 2009 – ALL APPLICATIONS RECEIVED AFTER THAT DATE ARE SUBJECT TO A \$20 LATE FEE AND MAY BE EXCLUDED FROM NEWSPRINT PROMOTIONS.

Legal Business NAME: \_\_\_\_\_ DBA: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact NAME: \_\_\_\_\_ PHONE (DAY): \_\_\_\_\_

(EVE): \_\_\_\_\_ (FAX): \_\_\_\_\_ UBI: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Were you a vendor at the Kla Ha Ya Days Festival 2008? \_\_\_\_\_

Power is not available, will you bring a generator? \_\_\_\_\_

#### SIZE OF YOUR BOOTH:

\_\_\_ 10' x 10' Booth

\_\_\_ Other (Specify) \_\_\_\_\_

\_\_\_ \$100.00 for my 10' x 10' Craft Booth OR

\_\_\_ \$95.00 for my Craft Booth & \$95.00 for a friend's Craft Booth

\_\_\_ \$20.00 LATE FEE if received after March 15, 2009.

I am enclosing \$ \_\_\_\_\_ (Remember to enclose your friend's application information.)

#### CATEGORY: (Please Check One)

##### Handmade Goods:

\_\_\_ Clothing \_\_\_ Fiber

\_\_\_ Jewelry \_\_\_ Fine Art

\_\_\_ Ceramics/Pottery \_\_\_ Florals \_\_\_ Metal \_\_\_ Music \_\_\_ Glass \_\_\_ Leather \_\_\_ Country Crafts

\_\_\_ Toys DESCRIBE: \_\_\_\_\_

\_\_\_ Wood DESCRIBE: \_\_\_\_\_

\_\_\_ Food DESCRIBE: \_\_\_\_\_

**Kla Ha Ya Days Festival Arts & Crafts Vendor Rules and Regulations**

**APPLICATION:** Applicants for the Kla Ha Ya Days Festival must answer all questions on the application, sign and date the Rule and Regulations (this sheet), and return them to the Kla Ha Ya Days Office with the booth fee by March 15, 2009.

**BOOTH FEES:** 2009 Street Fair Booth size is 10' x 10'. Fees for these booths are as follows: \$100.00 for handcrafted goods or \$95.00 per booth for 2 or more booths. Non-Profit & Commercial Display booths (no sales) require a different application. Fee is due with application. Once accepted, there will be no refunds.

**SALES:** It is the responsibility of each vendor to report their sales at the close of each day to the Vendor Director or designated representative. Sales figures will be used to evaluate the event. All 2008 vendors who apply for the 2009 festival will automatically be accepted unless they fail to follow the Rules and Regulations.

**SELECTION:** All applications are reviewed on the basis of quality and originality with consideration given to balancing types of booths within the festival. Photos of your goods or services are required. Applicants will be notified of their status by April 30, 2009.

**HOURS OF OPERATION:** All vendors must be open from 10am to 6pm, Saturday July 18, 2009 and 10am to 5pm Sunday July 19, 2009. You are encouraged, not required, to stay open later on Saturday July 18, 2009. No booth may be left unattended during these hours.

**SET UP:** Load in begins Saturday, July 18, 2009 at 7:30am booth staff will be available to help vendors locate their booth space. **NO BOOTH WILL BE ALLOWED TO SET UP PRIOR TO THIS TIME.** All set up must be completed and vehicles removed from the streets by 9:30am Saturday morning July 18, 2009.

**BREAKDOWN:** Load out begins at 5:00pm on Sunday July 19, 2009. All booths and vehicles must be cleared from the streets before 7:00pm.

**SALES TAX:** Vendors are responsible for charging and claiming state sales tax. All sales tax collected in conjunction with Kla Ha Ya Days is to be reported to the State of Washington.

**RESTRICTIONS:** 1). Vendors are not allowed to "ROVE" with their merchandise at any time. 2). No booth may be left unattended during hours of operation. 3.)No alcoholic beverages, pets, loud music or television and no "hawking" will be allowed in the vicinity of your booth.

**SECURITY:** Although limited security is provided, we do not recommend leaving your items in your booth overnight. **YOUR BOOTH AND CONTENTS REMAIN YOUR RESPONSIBILITY.** Neither the Kla Ha Ya Days Festival nor the City of Snohomish assumes responsibility for injury to persons, or loss or damage to any property of the vendors, including theft.

In signing this agreement, applicant agrees to comply with all Festival, state and local regulations, and to save and hold harmless the City of Snohomish, Kla Ha Ya Days Festival, their employees, officers, sponsors and agents from any loss or damage to any persons or property caused by applicant's operation in connection w/ Kla Ha Ya Days, and further agrees to defend said Associations and City for any claims for such damage.

I have read and understand the above Rules and Regulations and will abide by them throughout my association with the Kla Ha Ya Days Festival 2009. It is understood that the Kla Ha Ya Days Festival reserves the right to close, without refund, any participant not complying with these regulations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name Printed: \_\_\_\_\_ Title: \_\_\_\_\_

**Please sign & return w/ booth fees to:  
Kla Ha Ya Days Festival, Attn: Vendor Director • PO Box 571, Snohomish, WA 98291 • 360-348-2296**



# CITY OF SNOHOMISH

116 UNION AVENUE † SNOHOMISH, WASHINGTON 98290 † TEL (360) 568-3115 FAX (360) 568-1375

## SPECIAL EVENT VENDOR BUSINESS LICENSE APPLICATION

● Please print clearly or type ●

Special Event Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Street

City,

State

Zip

Business Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Unified Business Identification Number (obtained from the Washington State Department of Revenue):

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**NON-REFUNDABLE LICENSE FEE: \$5.00 to be paid to the Special Event Organizer. Checks from individual vendors will not be accepted by the City of Snohomish.**

*I certify under penalty of perjury that the information above is correct  
to the best of my knowledge and belief.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**DO NOT return this form to City Hall.** Individual vendor applications will not be accepted by the City. All applications and fees must be submitted by the Special Event organizer.