

McDonald's PRESENTS
CHINATOWN-INTERNATIONAL DISTRICT
DRAGON FESTIVAL 2011

JULY 9TH & 10TH
SAT: NOON-8PM & SUN: NOON-7PM
HING HAY PARK

ARTS & CRAFTS

VENDOR APPLICATION

VENDOR APPLICATION CHECKLIST

* Please take time to carefully review your materials, prior to submittal. Incomplete applications will not be considered.

CALENDAR OF DATES

June 6	Application Deadline
June 13 (for full refund)	Cancellation Deadline
June 20	Booth Space Assignments / Load in Instruction Packets Sent Out
Saturday, July 9, 12pm-8pm Sunday, July 10, 12pm-7pm	Festival Dates

Photograph of your booth display and merchandise (Photographs will not be returned)
Completed and signed application
Application fee (\$10)
Booth Fee (based on category)
Copy of current Seattle City Business License or City of Seattle Vending Fee (\$10)
Refundable Damage Deposit (\$50)

VENDOR CONTACT INFORMATION

Business Name: _____

Mailing Address: _____ City _____ State _____ Zip _____

Contact Name: _____

Phone: _____ Email: _____

Washington State UBI #: _____

(If you do not have a UBI #, please call 1-800-647-7706 or go to www.dor.wa.gov for assistance. You will be provided with a temporary number)

Business License #: _____

(If you do not have a city of Seattle Business License #, there is a \$10 vending fee)



FEES

1) Arts & Crafts Booth Rate (Check One)

___ 10'x 10' booth / \$50 + 15% of sales

___ 10'x 20' booth / \$100 +15% of sales

2) Required Vendor Fees (Please read over carefully)

\$10 ___ Application fee

\$10 ___ City of Seattle Vending Fee
(or a copy of your current Seattle business license)

\$50 ___ Damage Deposit (Please include a separate check. This check will not be cashed unless you do not pass inspection at the close of the Festival & will be returned to you within 10 business days.) *All vendors must remain open during all festival hours of operation-Saturday, 12 PM to 8 PM & Sunday, 12 PM to 7 PM. *Closing early will result in a loss of your damage deposit.

3) Optional Fees

\$10 ___ Parking Pass (Parking space is limited, first come first served. You will be refunded if parking space is no longer available)

TOTAL FEES: \$ _____

Make checks payable to:

CIDBIA
507 S. King St.
Seattle, WA 98104

All fees are due with your application. If you are not accepted, your booth fees will be returned to you.

Please be advised of IMPORTANT changes:

- All applications will be reviewed for Festival appropriateness and informational content or product in the order in which they are received.
- You will be notified of your application status (Accepted, Wait List or Declined) by email and/or postal mail.



MERCHANDISE DESCRIPTION

* Please answer on a separate piece of paper and turn in with your application along with photos of your booth

1. Describe the merchandise you plan to sell at the event.
2. Indicate the range of price of merchandise being sold.
3. Is merchandise handmade, imported, or commercial?
4. How do you see your merchandise relating to this cultural event?

VENDOR RULES AND AGREEMENT

SELECTION CRITERIA: Applications will be reviewed for Festival appropriateness and quality in the order in which they are received.

BOOTH FEE: Your booth fee MUST accompany your application. Upon approval of your application, notification will be sent out by email and or postal mail. If you are on a waitlist your fees will be held until a final decision is made.

BOOTH: Vendors are responsible for providing their own canopies, equipment and signage. Booth locations are non-negotiable. All space assignments are final. No booth size and/or location modifications will be accepted.

CLEAN-UP: Vendors are responsible for cleaning up their booth and service area. Dumpsters are provided for trash and recyclable materials, but vendors are responsible for providing and maintaining their own separate trash and compostable containers. Any failure to remove materials/waste at the end of the event may result in a forfeiture of the damage deposit.

SET-UP: Set up time is 8 AM to 11 AM Saturday, July 9th. Check in with event staff at the Information Booth with your booth number. You will be allowed to drive one vehicle to your booth to set-up and unload. Your vehicle must be removed from the site immediately thereafter. Generators are NOT allowed. Booths will be inspected prior to opening of event.

TAKE-DOWN: All items must be completely removed from the event site by 8 PM Sunday, July 10th. No take down will be allowed before closing. *All vendors must remain open during all festival hours of operation–Saturday, 12 PM to 8 PM & Sunday, 12 PM to 7 PM. *Closing early will result in a full loss of your damage deposit.

PARKING: There is a limited amount of parking. Vendors who have purchased a parking ticket in advance on a first-come first served basis may park at a designated parking lot near the event site. Parking passes will be sent out with your vendor confirmation packet.

SECURITY: 24-hour security will be provided on July 9th & 10th. However, the festival grounds are large and security cannot be everywhere all night. Your booth and merchandise must be YOUR RESPONSIBILITY. The Chinatown-International District Business Improvement Area, City of Seattle and / or any other parties involved, DO NOT assume responsibility for injury to persons, or loss or damage to any property of the vendors, including theft.

OTHER RESTRICTIONS:

- Information distribution, promotional give-a-ways, and selling of goods may only take place at your specified booth space, unless otherwise specified. Roaming with the intent of promoting or selling merchandise is NOT allowed unless authorized by the CIDBIA.
- No alcoholic beverages, pets, loud music, balloons, or television unless authorized by CIDBIA event staff.
- The CIDBIA reserves the right to remove any content it does not consider suitable for a general audience of adults and children.
- The CIDBIA will remove from the Festival, anyone failing to cooperate with the officials or comply with the rules and policy.

I/We undersigned participants of the Chinatown-International District Dragon Festival, July 9 & 10, 2011:

Hereby for myself, my heirs, administrators and assigns, waive and release any and all right and claim for damages I/we have against the Chinatown-International District Business Improvement Area, City of Seattle or any organization or individual connected with this event, their representatives, successors and assigns for any and all damages, losses, thefts or injuries which I/we suffer while taking part in any activities linked to this event. By signing this agreement, I give CIDBIA permission to publish in print, electronic, or video format the likeness or image of myself for promotional purposes. I release all claims against CIDBIA with respect to copyright ownership and publication including any claim for compensation related to use of the materials.

Signature: _____ Print Name: _____

Business Name: _____ Date: _____

Applications along with payment can be mailed to the following address.
For additional information please visit our website at www.cidbia.org.

The Chinatown-International District Business Improvement Area (CIDBIA), a 501 (c) (3) non-profit corporation, organizes the annual Summer Festival, Lunar New Year Celebration and Night Market. For more information or questions regarding sponsorship packages, please contact the CIDBIA.

CHINATOWN-INTERNATIONAL DISTRICT BUSINESS IMPROVEMENT AREA

507 South King Street
Seattle, WA 98104

Phone: 206.382.1197

Fax: 206.903.0532

