

# Seattle's Chinatown-International District Summer Festival - July 12 & 13, 2008

## VENDOR APPLICATION

\*First Name \_\_\_\_\_

\*Last Name \_\_\_\_\_

Number of years participation \_\_\_\_\_

Last year of participation \_\_\_\_\_

\*Vendor name as you would like it to appear on Festival Guide

\_\_\_\_\_

\*Address \_\_\_\_\_

\*City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\*Contact Phone \_\_\_\_\_

\*Email \_\_\_\_\_

\*Website \_\_\_\_\_

\*WA State UBI# \_\_\_\_\_

(This is required of all vendors. DO NOT LEAVE THIS BLANK! If you need a temporary # call 1-800-647-7706 for assistance.)

\*Seattle Business License# \_\_\_\_\_

(Please include a copy of your current license for our files or provide us with a \$20 fee to be included in our Trade Show permit. One or the other is required)

\*Please note - Booth locations are assigned based on complete application and years of attendance. Every effort will be made to give you the best location possible. If the booth space you are assigned is not acceptable to you, we will try to work with you. However, the CIDBIA reserves the right to reassign/relocate booths to best serve festival needs.

\*Make checks payable to:

**CIDBIA**

409 Maynard Ave. S, #P-1,  
Seattle, WA 98104

### CATEGORY AND FEES

**1. Application/Administration fee** **\$10**

**2. Trade Show fee** **\$20**  
(or a photocopy of your current Seattle business license)

**3. Refundable Damage Deposit** **\$50**  
(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.)

**4. Booth Fees**  
\*CIDBIA rates only apply to businesses located between 4<sup>th</sup> Ave. S. & I-5 overpass, and S. Dearborn St. & Yesler Way.

**Arts and Crafts** (Please include photos off your merchandise. Must provide own tent/canopy.)

_____ 10'x10' Booth	<b>\$215</b>
_____ 10'x20' Booth	<b>\$340</b>

**Food** (Please include a menu and photo of your booth)

_____ 10'x20' Booth (CIDBIA rate)	<b>\$250</b>
_____ 10'x20' Booth (non-CIDBIA rate)	<b>\$500</b>

**Community/Non-Profit & Small Business** (less than 10 employees)

_____ 10'x10' Booth (CIDBIA rate)	<b>\$200</b>
_____ 10'x10' Booth (non-CIDBIA rate)	<b>\$300</b>
_____ 10'x20' Booth (CIDBIA rate)	<b>\$300</b>
_____ 10'x20' Booth (non-CIDBIA rate)	<b>\$500</b>

**Corporate** – please contact CIDBIA office at 206.382.1197 for more details

**Vendor Fees**

_____ Tables (each)	<b>\$15</b>
_____ Chairs (each)	<b>\$3</b>
_____ Parking Pass (limit one per vendor)	<b>\$10</b>

**Electricity** (Food booths only)

_____ 20 amps	<b>\$100</b>
_____ 220 volts	<b>\$150</b>

**Total** \_\_\_\_\_

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## VENDOR CONTRACT & HOLD HARMLESS AGREEMENT

### Logistics for 2008

**Booth Fees:** Fees are committed in advance to pay for the costs of the fair. All fees must be paid prior to set up. There are **no refunds**, unless your application is returned to you.

**Booth Space:** Booth locations are assigned according to four (4) categories: Arts & Crafts Area, Food Court, and Community Booth Area and Commercial. For Arts & Crafts vendors, your booth must be designed to withstand wind and inclement weather. **Booth locations are non-negotiable.**

**Set Up:** Set up time is 7 AM to 10 AM Saturday, July 12<sup>th</sup>. 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 7PM Sunday, July 13<sup>th</sup>. No take down will be allowed before closing.

**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.

**Hours of Operation:** Vendors agree to adhere to the following Festival hours on both days: Saturday, July 12<sup>th</sup> - 11AM to 8PM and Sunday July 13<sup>th</sup> - 11AM to 6PM.

**Security:** 24-hour security is provided on July 12<sup>th</sup> & 13<sup>th</sup>. 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.

**Electrical Order:** When figuring out your electricity, keep in mind that 2000 watts is approximately 20 amps. It's actually a little less than 20 amps, but if you use this conversion to figure out your electricity we can safely order the correct amount. **Electricity is for food booths only.**

#### Other Restrictions:

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

#### 2008 Deadlines:

<b>June 6</b>	Application Deadline
<b>June 20</b>	Notification of acceptance, booth placement confirmation, load-in information, passes, etc will be mailed
<b>July 12 &amp; 13</b>	2008 Summer Festival

I/We undersigned participants of the Chinatown-International District Summer Festival, July 12 & 13, 2008: 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.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_ **BUSINESS NAME:** \_\_\_\_\_

Please return both pages of completed application by one of the following methods:

**MAIL:** CIDBIA Attn: Event Manager  
409 Maynard Avenue South, #P-1  
Seattle, WA 98104

**FAX:** 206.903.0532

**EMAIL:** julia@cidbia.org

\*\*\*Application Deadline: June 6, 2008\*\*\*

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