



FOOD VENDOR APPLICATION

McDonald's presents:
Seattle-Chinatown International District
Summer Festival 2009
July 11 & 12
Hing Hay Park
411 Maynard Ave S. , 98104

Calendar of dates:

- Application Deadline – June 12th
- Cancellation Deadline – June 24th (for full refund)
- Booth space assignments/
Load in Instruction Packets Sent Out – June 29th
- Festival Dates –
Saturday, July 11 - 11am-6pm
Sunday, July 12 - 11am-6pm

Please be advised of **IMPORTANT** changes:

- **Menu items MUST be listed on application** along with prices and a general description of each item. Individual items will be reviewed in the order in which they are received to avoid duplicate food items at the Festival.
- You will be **notified of your application status** (Accepted, Wait List or Declined) by email and or postal mail.

Vendor Application Checklist:

- _____ Photograph of your booth display and merchandise. Photographs will not be returned.
- _____ Completed and signed application
- _____ \$10 application fee
- _____ Booth Fee (based on category)
- _____ \$20 City of Seattle Vending Fee (or copy of current Seattle City business license)
- _____ \$50 Damage Deposit (Refundable)

VENDOR CONTACT INFORMATION & FEES

Business Name: _____ Mailing Address: _____

Contact Name: _____ Phone: _____ Email: _____

Website: _____ WA State UBI#: _____ Business License#: _____

(please call 1-800-647-7706 for assistance if you do not have a UBI# and you will be provided with a temporary number)

All fees are due with your application. If you are not accepted, your booth fees will be returned to you.
Make checks payable to: **CIDBIA : 507 S King St, Seattle, WA 98104.**

BOOTH FEE: (Check One)

*NOTE: **CIDBIA rates are only for current business owners within the Chinatown International District** boundaries who pay an assessment fee twice a year. If you do not pay this fee you are NOT a CIDBIA ratepayer.

CIDBIA Booth Rate:

Entrée:
_____ 10'x 20' booth \ \$250

Specialty: (1) MAIN DISH
_____ 10'x 10' booth \ \$175

NON-CIDBIA Booth Rate:

Entrée:
_____ 10'x20' booth \ \$500

Specialty: (1) MAIN DISH
_____ 10'X10' booth \ \$250

Electrical Needs:

Please account for all your power requirements. Information must be accurate.

- _____ **10 amps - \$50**
- _____ **20 amps - \$100**
- _____ **220 volts – please inquire**

Required Vendor Fees: Please read over carefully!

- \$10** - Application fee
- \$20** - City of Seattle Vending Fee (*or* a copy of your current Seattle business license)
- \$10** - Parking Pass (*Optional*) (parking space is limited, first come first served)
- \$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, 11 AM to 8 PM & Sunday, 11 AM to 6 PM. *Closing early will result in a loss of your damage deposit.

TOTAL FEES: \$ _____

Menu Information:

Proposed menu items with general description and prices. **Prices not to exceed \$8.00**

Example: Dim Sum: a variety of dumplings, steamed dishes and other goodies - \$5.00

Item	Description	Price
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____
6)	_____	_____

Drinks/Desserts	Description	Price
1)	_____	_____
2)	_____	_____
3)	_____	_____

RULES AND REGULATIONS – Please read over carefully

Selection Criteria: In order to avoid duplicate food items, applications will be reviewed in the order in which they are received. Applicants will also be judged on the quality and suitability of their product.

Booth Fee: Your booth fee MUST accompany your application. Upon approval of your application, notification will be sent out by email mail and or postal mail. If your application is accepted your check will be deposited within two weeks of notification.

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.

Category:

- Specialty food items: Offer one distinct food item i.e. slushies, ice cream, and roasted corn.
- Only the menu items and prices reflected on your application may be sold at the Summer Festival. You are not allowed to add any menu items without the permission of the Summer Festival.
- Entrée food items: Offer a selection of food items and a variety of options on the menu. Entrees should not exceed \$8/serving.

Permits (REQUIRED):

All vendors are required to obtain their own permits.

- All vendors must obtain a **food handlers permit** and a temporary food service permit from the Department of Public Health: (206-386-1450) / www.metrokc.gov/health/foodsfty
- **Fire permit:** Any vendor cooking with fire or propane must obtain a fire permit from the Seattle Fire Department – (206-296-4632) / www.ci.seattle.wa.us/fire/fmo/specialEvents/sehome.htm

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 compostible containers.

Set-Up: Set up time is 7 AM to 10 AM Saturday, July 11th. 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 7 PM Sunday, July 12th. No take down will be allowed before closing. *All vendors must remain open during festival hours of operation-Saturday, 11 AM to 6 PM & Sunday, 11 AM to 6 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 is provided on July 11th & 12th. 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. 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 work 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 Summer Festival, July 11 & 12, 2009:

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: _____ Print Name: _____

Business Name: _____ Date: _____



Applications along with payment can be mailed to the following address:

Chinatown-International District Business Improvement Area
507 S. King St., Seattle, WA 98104
Phone: (206) 382-1197
Fax: (206) 903-0532

For additional information please visit our website at www.cidbia.org