

**Auburn Parks, Arts & Recreation
4th of July Festival 2019
General Vendor Application
Deadline: June 3, 2019**

**4TH OF JULY
Festival
AUBURN, WASHINGTON**

ABOUT AUBURN'S 4TH OF JULY FESTIVAL

Date: Thursday, July 4, 2019

Time: 11 a.m. – 4 p.m.

Location: Les Gove Park, 910 Ninth Street SE

Event Profile: The annual one-day festival is an afternoon for the whole family to enjoy. The event features a kids' bike parade, live entertainment on two stages, inflatable rides and youth activities, over 50 craft artists, bingo, a trackless train, a spray park and much more. Complete event information can be found at www.auburnwa.gov/events.

Anticipated attendance: 13,000+

SELECTION CRITERIA AND BOOTH INFORMATION:

1. The City of Auburn provides one 12' x 12' space. Vendors must supply their own materials including tables, chairs, canopies, electrical cords, signs, etc. and are responsible for all set-up and take-down.
2. Electricity is available on a limited basis (see below for fee structure). **If you're bringing your own source of temporary power, you're required to obtain and L&I Permit and schedule your inspection. Please contact L&I directly at 206-835-1000.** Payment must accompany application.
3. Your booth must be staffed from 11 a.m. - 4 p.m. No early departures.
4. No refunds after the application deadline. Prior to the deadline, refund will be given less \$5.
5. Booth set-up will be held for all participants from 8:30 a.m. – 10 a.m. Complete event information and set-up instructions will be **emailed** the week of June 10.

GENERAL VENDOR DEFINITIONS AND FEES

Please check the appropriate fees. Enter quantities where necessary.

Non-Profit Vendor: Any non-profit agency. Non-profit certificate must accompany application form to receive non-profit rate.	\$10 - on or before June 3 \$12 - after June 3	\$
Craft Vendor: Items must be handmade. Commercially produced and imported goods will NOT be accepted under the Arts & Craft Umbrella. Submit 2-5 photos of your work and/or display. (Include a SASE if you'd like photos returned to you)	\$40 - on or before June 3 \$48 - after June 3	\$
Commercial/Retail Vendor: For example, a business, enterprise, firm, company or other organization engaged in the trade of goods, services or both to consumers to make a profit for their company. Commercial/Retail vendors are not required to provide a hands-on activity, although it is recommended to draw traffic to your booth space.	\$350 - on or before June 3 \$420 - after June 3	\$
Electricity: Check amps needed. Limited support available. Note: If you're bringing your own source of temporary power, you're required to obtain and L&I Permit and schedule your inspection. Please contact L&I directly at 206-835-1000.	<input type="checkbox"/> 1-29 amps/1-3,480 watts (\$50) of amps/watts needed _____ # <input type="checkbox"/> 30-50 amps/7.2-12kw (\$100) of amps/watts needed _____ # <input type="checkbox"/> over 50 amps/12kw (call for pricing)	\$
TOTAL (ADD ALL LINES, FILL IN PAYMENT INFORMATION ON REVERSE)		\$

APPLICATION DEADLINE IS JUNE 3, 2019

Applications received after June 3 will be considered on a space-available basis.

Various Event Sponsorship opportunities are available. Call 253-931-3052 for more information.



Auburn Parks, Arts & Recreation 4TH OF JULY FESTIVAL 2019 • GENERAL VENDOR APPLICATION • DEADLINE: JUNE 3, 2019

Name of Organization or Group: (***)Non-profit certificate must accompany application form)		
Have you participated in Auburn's 4th of July Festival before? <input type="checkbox"/> Yes / <input type="checkbox"/> No		If yes, what years?
Contact Person:		
Organization Address:		
City:	State:	Zip:
Phone:	Alternate Phone:	
Email:	Website:	
Please describe the purpose of your booth. Do you plan to distribute informational materials, hand-out give-a-ways and/or engage festival goers with an exhibit or activities?		
Describe any special set-up or space requirements:		

Please include a complete list of items/services that you wish to charge for. Attach additional items on a separate piece of paper, if necessary. General Vendors are not permitted to give-a-way or sell food or beverage items and are only approved to sell items/services

1.		\$	5.		\$
2.		\$	6.		\$
3.		\$	7.		\$
4.		\$	8.		\$

PAYMENT INFORMATION (Total \$ _____)		
METHOD OF PAYMENT (check one)	<input type="checkbox"/> Check enclosed (Payable to Auburn Parks, Arts & Recreation)	<input type="checkbox"/> Credit Card (fill in information below)
Cardholder Name (please print)	Card Type (select one): VISA MASTERCARD AM/EX DISCOVER	
Card Number	3-Digit Security Code	Exp. Date
Cardholder Signature		Date

RELEASE – The Applicant agrees to defend, indemnify and hold harmless The City, its agents, employees and officials, while acting within the scope of their duties, from all causes of action, demands and claims, including the cost of their defense, arising in favor of the Applicant, the Applicant's employees or third parties on account of personal injuries, bodily injuries, death, or damage to property arising out of the acts or omissions of the Applicant, its employees or representatives, concessionaires of the event or any other person or entity, except for liability caused due to the sole negligence of the City. I agree that I am a representative of the applicant with authority to enter into this agreement. My signature also indicates that I have read and agree to the details outlined in the "Selection Criteria and Booth Information " on the reverse side of this application.

Signature: _____ Date: _____

PHOTOCOPY FOR YOUR RECORDS AND RETURN ORIGINAL FORM BY JUNE 3, 2019 TO:

Auburn Parks, Arts & Recreation Department – 4th of July Festival 2019 • 910 9th Street SE • Auburn WA 98002

Fax: 253-931-4005 • Email: events@auburnwa.gov • For more information, call 253-931-3043