ABOUT AUBURN’S 4TH OF JULY FESTIVAL

Date: Saturday, July 4, 2020
Time: 11am – 4pm
Location: Les Gove Park, 910 9th 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, trackless train, pony rides, 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. Food booths are uncovered 12’ x 12’ space on cement. Vendors must supply their own materials (canopies, tables, electrical cords, signs, etc.) and are responsible for all set-up and take-down.

2. Food trucks are accepted on a space available basis. Food trucks are charged for one booth space. Please include size of truck, location of vent (if applicable) and other helpful information on application.

3. We do not allow duplication of major food items at this event.

4. A $50 non-refundable deposit is due upon submitting the application. Your application will not be reviewed without the $50 deposit. Full payment is due one month prior to the event date.

5. The fee is $200 per booth. The fee for non-profit organizations is $40 per booth. Vendors may reserve up to two booths. The deposit (or complete payment) must accompany application. Non-profit certificate must accompany application form to receive non-profit rate. Unapproved applications and payments/deposits will be returned to you. NOTE: After the application deadline, we may accept late vendors on a space-available basis. The fee is $240; non-profit fee is $48.

6. Accepted vendors must provide proof of Commercial General Liability Insurance, by June 15, 2020 for one million dollars ($1,000,000) per occurrence naming the City of Auburn as additional insured for ongoing and completed operations.

7. Electricity is available on a limited basis (see reverse for fee structure). Payment must accompany application. 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.

8. The City of Auburn does not require a percentage of sales. Vendors keep all of their revenue.

9. Depending on menu items, vendors may be required to apply for a temporary food-service permit or plan review. Please contact the Seattle-King County Department of Public Health for information.

10. Washington State Law requires food vendors to provide a recycling station.

11. Booth set-up for food vendors will be held from 7:00am - 9:30am. Complete event information and set-up instructions will be emailed the week of June 8.

12. No refunds after the application deadline. Deposit is non-refundable.

APPLICATION DEADLINE IS June 1, 2020

-SEE REVERSE -
Contact Name:

Business Name: (**Non-profit certificate must accompany application form to receive non-profit rate)

Have you previously participated in Auburn’s 4th of July Festival or a City of Auburn festival?  Yes / No  If yes, what years?

Address:

City:  State:  Zip:

Phone:  Alternate Phone:

Email:  Website:

MENU ITEMS  Please include a complete list of menu items that you plan to sell. We will not duplicate major food items in the park at the festival. (Attach additional items on a separate piece of paper if necessary):

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

PAYMENT INFORMATION

NUMBER OF BOOTHS (choose one)  One Booth - $200 (non-profit $40)  Two Booths - $375 (non-profit/$80)

AFTER June 3: Late application fee (on a space-available basis)  One booth - $240/$48

Total A $__________

Describe any special set-up or space requirements:

WOULD YOU LIKE TO PURCHASE POWER?

If you bring your own source of temporary power, you MUST obtain an L&I Permit and schedule your inspection. Contact L&I at 206-835-1000.

Total B $__________

1-29 amps/1-3,480 watts - $50  # needed _____  30-50 amps/7.2-12kw - $100  # needed _____  over 50 amps/12kw  call for pricing

Total vendor fee (A + B) $__________

Deposit due upon submitting application $50

Remaining balance due 1 month prior to event date (June 4) $__________

METHOD OF PAYMENT (check one)

☐ Check enclosed (Payable to Auburn Parks, Arts & Recreation)  ☐ Credit Card (fill in information below)

Cardholder Name (please print)  Card Type (check one):  Visa  M/C  AM/EX  Discover

Card Number  3-Digit Security Code  Exp. Date

Cardholder Signature  Date

INSURANCE – The City does not maintain insurance that will respond to claims against the applicant arising out of the use of the booth by the applicant, its members, or those attending the event. The applicant agrees to provide proof of Commercial General Liability Insurance with coverage of at least one million dollars ($1,000,000) per occurrence naming the City of Auburn as additional insured for ongoing and completed operations.

AGREEMENT – The Applicant is fully aware that there are special dangers and risks inherent in this activity, including, but not limited to, serious physical injury, death or other harmful consequences, that may arise directly or indirectly from participation in this activity and harm the Applicant listed above or its individual members. Being informed of these risks and in consideration of being allowed to participate, we assume all risk of injury, damage, and harm to any member arising from participation. The Applicant agrees to indemnify, defend, and hold harmless the City, its officials, employees, volunteers, and agents from all causes of action, claims, and fees arising from its participation, except those arising from the City’s sole negligence, and waive any right of recovery against the City for personal injury, death or other consequences occurring from participation in this activity. I agree that I have authority to enter into this agreement for the Applicant. I also agree I have read and agree to the conditions 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 1, 2020 TO:  Auburn Parks, Arts & Recreation Department – 4th of July Festival • 910 9th Street SE • Auburn WA 98002  Fax: 253-931-4005 • Email: events@auburnwa.gov • For more information, call 253-931-3043