

Auburn Parks, Arts & Recreation KidsDay 2019 General Vendor Application Deadline: May 20, 2019



ABOUT AUBURN'S KIDSDAY

Date: Friday, June 21, 2019

Time: 11 a.m. – 4 p.m.

Location: Les Gove Park, 910 Ninth Street SE

Event Profile: An event specifically designed for youth in the Auburn and area community! The event features an entertainment stage, inflatable rides, mini golf, kids' crafts, face painting, food vendors, over 100 activity/information vendors and more. Complete event information can be found at www.auburnwa.gov/events.

Anticipated attendance: 12,000+

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. All vendors, with the exception of Craft Vendors, are required to provide a hands-on activity. We recommend having enough supplies and handouts for 1,500 children. The primary audience is kids ages 4-11.
3. 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.
4. Your booth must be staffed from 11 a.m. - 4 p.m. No early departures.
5. No refunds after the application deadline. Prior to the deadline, refund will be given less \$5.
6. 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 e-mailed the week of June 3.

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 May 20 \$12 - after May 20	\$
Craft Vendor: Only hand-crafted children's items are accepted. (Two-three photos of your work are required.)	\$40 - on or before May 20 \$48 - after May 20	\$
Childcare Provider: Any agency whose primary purpose is to provide childcare.	\$50 - on or before May 20 \$60 - after May 20	\$
Community Youth Recreation Vendor: Any agency whose primary purpose is to provide recreational activities to children/youth.	\$50 - on or before May 20 \$60 - after May 20	\$
Youth Education Vendor: Any agency whose primary purpose is to provide educational services to children/youth.	\$50 - on or before May 20 \$60 - after May 20	\$
Activity Vendor: Any business/organization who provides entertainment or activity. Activity Vendors may charge fees for their activities. Activity vendors may be asked to provide proof of insurance. Activity vendors may be approved for more than a 12' x 12' space.	\$125 - on or before May 20 \$150 - after May 20	\$
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 May 20 \$420 - after May 20	\$
Table(s)	\$25 ea. X (no. needed _____) =	\$
Chair(s)	\$5 ea. X (no. needed _____) =	\$
Access to water: Limited support is available.	\$50	\$
Electricity: Check amps needed. Limited support available. <i>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.</i>	<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 May 20, 2019

Applications received after May 20 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 KIDSDAY 2018 • GENERAL VENDOR APPLICATION • DEADLINE: MAY 20, 2019

Name of Organization or Group: (**Non-profit certificate must accompany application form)		
Have you participated in KidsDay 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 your agency's hands-on activity (required for all vendors other than commercial and craft):		
Describe any special set-up or space requirements:		

Craft/Commercial/Activity vendors - 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. (NOTE - other vendor categories are not permitted to offer items/services for sale).

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 AMEX MC 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 MAY 20, 2019 TO:
 Auburn Parks, Arts & Recreation Department – KidsDay 2018 • 910 Ninth Street SE • Auburn WA 98002
 Fax: 253-931-4005 • Email: kpachciarz@auburnwa.gov • For more information, call 253-931-3043