



Payment Received: \_\_\_\_\_  
 Vendor Space #: \_\_\_\_\_

# VENDOR REGISTRATION

**APPLICATION DEADLINE: June 21th, 2024, or when filled whichever comes first.**

**JULY 26 & 27, 2024**

**10am-7pm**

Questions, please allow 24 hours [enumclawrotarysf@gmail.com](mailto:enumclawrotarysf@gmail.com)

*Rotary Club of Enumclaw reserves the right to reject applicants to keep a fair offering balanced and appealing. We will make every effort to separate vendors with like merchandise. Rotary Club of Enumclaw is a service organization raising funds for the needs of the community with a strong emphasis on post-secondary scholarships. Thank you for our participation!*

## Vendor Information:

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zi \_\_\_\_\_

Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Fax \_\_\_\_\_

Website \_\_\_\_\_ E-Mail \_\_\_\_\_

**Brief description of your product (please include photos)** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### VENDOR OPTIONS

(A 3% transaction fee will be applied to all credit payments.)

#### Booths Options

	Early Bird 4/26	After 4/26		
<input type="checkbox"/> 10' x 10' Commercial Merchants	\$250		<input type="checkbox"/> Electricity (Excludes food vendors)	\$25
<input type="checkbox"/> 10' X 10' Art & Craft Exhibitor	\$150	\$175	AVAILABLE ON FIRST-COME, FIRST-SERVED BASIS	
<input type="checkbox"/> 10' x 20' Commercial Merchants	\$450			
<input type="checkbox"/> 10' x 20' Arts & Crafts Exhibitor	\$275	\$300	<b>Total Booth Fee(s)</b> \$	
<input type="checkbox"/> 10' x 10' Non-Profit	\$150	\$175	<b>Additional Fees</b> \$	
			<b>*Total Amount Due</b> \$	

#### Food Vendor

<input type="checkbox"/> 10' x 10' Food Vendor (electricity included)	\$300	\$325	*No vendor application will be approved without payment in full. We do <b>NOT</b> collect a % of your sales.
<input type="checkbox"/> 10' x 20' Food Vendor (electricity included)	\$450	\$475	

**2024 APPLICATION DEADLINES:** Early bird rate due Friday, April 26,  
**June 21th, or when filled whichever comes first.**

APPLICATION DEADLINE: June 21st, 2024, or when vendor booths are filled, whichever comes first.

Event Information	Application Instructions
Fair Dates: Friday, July 26 – Saturday, July 27, 2024 Fair Hours: Friday & Saturday, 10am – 7pm Location: Downtown Enumclaw Check In: details to come in June.	Mail application to: Enumclaw Rotary Street Fair 718 Griffin Ave, #9 Enumclaw, WA 98022 Please make checks payable to <b>Rotary Club of Enumclaw</b> To pay by credit card, contact the event coordinator.

### **Booth Space Definition and Restrictions:**

Vendor spaces are either 10' x 10' or 10' x 20' on the street; booths are not on the sidewalk. Booths are back-to-back down the middle of Cole Street.

Shelters/canopies, tables, backdrops etc. must be provided by the vendor, be prefabricated, and assembled on site.

Vendors will begin set up at 6 AM Friday morning. **Instructions to follow regarding the load in process to usure a smooth set-up will be emailed July 1st. No vehicles on Cole Street after 9:00 AM.**

Shelters/canopies can be left standing for the duration of the event. Vendors are solely responsible for products left in their booths. **IT IS STRONGLY RECOMMENDED THAT NOTHING OF VALUE BE LEFT IN BOOTHS OVERNIGHT.**

Breakdown on Saturday will begin at **7:01PM**. Instructions will be emailed on July 1st; regarding the process of moving out of the fair (tear down & load up). Vehicles must not be left unattended at any time!

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### **Street Fair Mission and Regulations:**

The **Enumclaw Rotary Street Fair** is intended to serve as a family-friendly community showcase and marketplace of goods and services.

Political campaigns or exhibits expressing or soliciting political activity or social views are strictly prohibited.

Vendors **will not** display, sell, or dispense any items consisting of offensive, discriminatory, sexually explicit, or profane language. The display, sale or dispensing of these or any other items, which in the **opinion** of Enumclaw Rotary Street Fair staff are inconsistent with the mission of this event **will** result in an immediate removal of the vendor.

These regulations constitute an essential part of the vendor contract for exhibit space. The Enumclaw Rotary Street Fair reserves the right to render all decisions and interpretations as may be deemed necessary for the success and well-being of this event.

### **Vendor Conduct and Responsibility:**

All vendors and your representatives are expected to act in a personable and professional manner, both on and off duty.

Disruptive behavior by you or your employees will not be permitted and will lead to your immediate termination.

There is to be no selling or canvassing away from your booth.

### **Removal Clause:**

The **Enumclaw Rotary Street Fair staff** reserves the right to decline, prohibit or remove any exhibit which is deemed out of keeping with the values of this event and the **Rotary Club of Enumclaw**; this reservation being all inclusive as to persons, things, products, displays, printed material, conduct, smoke, noise, etc.

Should any vendor behave in a manner which is hazardous or disruptive to the public or other vendors, that vendor will be asked to vacate the premises and remove said vendor's property. Upon failure to vacate, the **Enumclaw Rotary Street Fair staff** is authorized to remove all property of said vendor at the vendor's expense. The Enumclaw Rotary Club and the **Enumclaw Rotary Street Fair staff** are relieved and discharged of all losses provoked by such removal. **Rotary Club of Enumclaw** and the **Enumclaw Rotary Street Fair staff** **will not** be responsible for the storage or safekeeping of the vendor's property so removed.

## Food Vendors:

Food Vendors of any kind **must** have a KING COUNTY FOOD HANDLERS PERMIT from the HEALTH DEPARTMENT, and it must be ON DISPLAY at your booth. (Allow three weeks for processing this permit. Contact the Food Handlers Permit Hotline at: (206) 296-4791 or on the web at: [www.metrokc.gov](http://www.metrokc.gov))

Food vendors must also have a TEMPORARY FOOD SERVICE PERMIT from King County. Allow at least 14 days for processing. For more information call (206) 205-1924 or on the web at: [www.metrokc.gov](http://www.metrokc.gov)

If you have any questions, please call the Environmental Health - Food Protection office at (206)296-4632.

FOOD VENDORS are required to carry COMMERCIAL GENERAL LIABILITY INSURANCE at limits of no less than \$1 million per occurrence. In addition, **THE ROTARY CLUB OF ENUMCLAW** must be named as **ADDITIONAL INSURED** regarding the Enumclaw Rotary Street Fair event. **CERTIFICATE OF INSURANCE IS DUE TWO WEEKS PRIOR TO THE EVENT.**

All cooking areas **must** be equipped with a fire extinguisher rated 2A-10-BC provided no oil is used as a cooking medium. If oil is used a "Type K" extinguisher is required. Class 1 hoods need to have a UL300 compliant existing system and proof of service within the last 6 months. For related questions please contact event management or Enumclaw firefighter, Randy Fehr at 360-615-5756.

## Participant Agreement:

I, the undersigned, agree to the following terms and conditions:

**Initial Here:** \_\_\_\_\_ To submit payment in full for booth fee and additional items at time of application submission. Cancellation requests submitted prior to June 1st, 2024, may receive a refund of 50% of the total booth fee. No refunds will be given after June 1st, 2024.

- To open on time and remain open **10AM to 7PM** on Friday, July 26th and Saturday, July 27th.
- To accept the space assigned to me by the Enumclaw Rotary Street Fair coordinator. Requested spots are filled on a first-come first serve basis. I provide a canopy/tent in good condition for my merchant space. *(Does not apply to food vendors, auto vendors, sponsor's tables)*
- To be responsible for my own tax liabilities.
- **To be responsible for set up and displays necessary to participate in the Enumclaw Rotary Street Fair. No unfinished surfaces or storage containers to be visible at the vendor's booth. If I pay for electricity, I'm responsible to bring my own extension cord and duct tape. (Electricity is included in the booth fee; for food vendors, main stage, and Enumclaw Rotary Street Fair-sponsors).**
- To keep the assigned area clean-free of litter and debris, to dispose of any waste in accordance with the City of Enumclaw's regulations. Vendor booths **MUST** be equipped with a fire extinguisher rated 2A 10 BC or equivalent in compliance with fire code.

**Initial Here:** \_\_\_\_\_ I agree to indemnify and **HOLD HARMLESS** the City of Enumclaw, Rotary Club of Enumclaw, its officers, employees, volunteers, and agents from all claims arising by reason of accident, injury or death caused by persons or property of any kind arising out of, in connection with, or incident to The Rotary Club of Enumclaw Street Fair, except caused by the sole negligence of Rotary Club of Enumclaw.

- Failure to comply with any portion of this contract does not nullify nor void any other provisions of this agreement.

**Initial Here:** \_\_\_\_\_ I agree to abide by the decision of Rotary Club of Enumclaw and the Enumclaw Rotary Street Fair Coordinator(s) in all aspects of the Enumclaw Rotary Street Fair event. I understand that any violation of the above regulations will result in eviction from this event and forfeiture of my entry fee in the future.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Business Name:** \_\_\_\_\_

**After June 1, 2024, registration fees will not be returned if there is a cancellation due to war, acts of God, civil disobedience (riots), acts of terrorism or governmental requirements for closure due to health pandemic or other civil emergencies. Registration fees will be transferred to next year's event.**