

The Old Fairhaven Association Presents  
**The FAIRHAVEN FESTIVAL - where it all ends**  
Sunday, May 30, 2010, 10AM to 8PM

## **Food Vendors Invitation**

The old Fairhaven Association will hold its annual spring festival on Sunday, May 30, 2010 in conjunction with Bellingham's annual Ski to Sea Race. The festival is a non-profit fundraiser dedicated to the historical preservation and improvement of downtown Fairhaven. Please get your application in at your earliest convenience. Read your contract carefully and check for important application **DEADLINES** and instructions.

### **IMPORTANT REQUIREMENTS (TENTS/WATER/ELECTRIC):**

All vendors are required to provide their own tent in order to unify the look of the Festival and give the vendor protection from rain or (we hope) hot sun. We require 'Pop-up' Style, or similar, in good condition. **Absolutely NO tarps or make-shift tents accepted.** You provide your own tables, chairs, dolly's, etc., to set-up/teardown and display your goods. Unfortunately, because of our location in town we **do not** have access to a water source: You are responsible to provide water for your booth. Remember to add the additional fee for any electricity you may need: **this fee is due at the time of your application submission.**

### **TECHNOLOGY:**

**We now request email addresses** on applications. In the interest of quickening our response time, we are anxious to utilize email more frequently for your questions and comments. I am a volunteer and, if you phone us, then I must return your telephone calls after my regular work. I appreciate your patience in waiting for return phone calls and urge you whenever possible, to use the email address provided below to contact me. Note the email address has changed from last year.

### **CONTACT INFORMATION:**

Hope to see you in May!!! We are looking forward to hosting over 35,000 people, so come prepared for a fun and profitable day.

**For further information,** or to be mailed application forms, please contact:

Anna Williams, 360-961-6749

Email: [festival@fairhaven.com](mailto:festival@fairhaven.com)

**Fairhaven Association, 1106 Harris Ave, #313, Bellingham, WA 98225**

**For full info and downloadable application forms, go to:**

**[www.fairhaven.com](http://www.fairhaven.com) and click on the link "Fairhaven Festival" in the left column.**

The Old Fairhaven Association Presents  
**The FAIRHAVEN FESTIVAL**  
The Ski to Sea Race ends at the Festival  
Sunday, May 30, 2010\*\*\*10 am to 8 pm

**2010 Food Vendor Contract**

Note: this is page 1 of 2 page form

**\*\*Please fill out all information below *completely and legibly* as it is our only way to contact you.\*\***

**REQUIRED INFORMATION:**

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

**Contact Person:** \_\_\_\_\_

**Street/State/Zip:** \_\_\_\_\_

**Day/Evening Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Description of Product(s):** \_\_\_\_\_

**Dimensions of Booth: Booth Front (Width):** \_\_\_\_\_ **FT Booth Length:** \_\_\_\_\_ **FT**

**NOTE - DUE TO SPACE CONFINEMENTS IT IS REQUIRED THAT THE ABOVE DIMENSIONS ARE PRECISE**

**TAX/LICENSE INFO:** The Fairhaven Association acquires a special events license from the city of Bellingham: this does NOT absolve vendors from their state & federal obligations.

You MUST obtain a temporary food service permit: the type of food you prepare determines the type of permit you need. If you have a question please contact the health department at 360-676-6724. To obtain a health permit application, please use the Health Permit Information & Application link provided on our site.

**WATER:** We do not have an accessible source of water - Vendors must supply their own.

**FEES AND RESTRICTIONS:**

\$15 recycle fee ea Space \$ \_\_\_\_\_ \*Thank you for helping us recycle.

\$235 ea.10x10 Space Fee \$ \_\_\_\_\_ \*Anything over 10x15 is considered two spaces (10x16, 12x15, etc)

\$310 ea.10x15 Space Fee \$ \_\_\_\_\_ \*If over 10x15 You must pay for 2ea 10x10 spaces - no exceptions

\$85 ea. 20 Amps Power \$ \_\_\_\_\_ \*Electric due at the time of application submission - no exceptions

Total Amount Enclosed \$ \_\_\_\_\_ \*If amount exceeds \$200 you must include a Washington State VENDOR INFORMATION FORM for application to be considered and space reserved for festival. To obtain form go to link provided on our site.

Upon receipt of fees and a signed, complete contract, the Fairhaven Association will reserve booth(s) space for vendor applicant. Booth space is limited and reserved in the order of return postage dates.

**APPLICATION DEADLINE:** **May 1st** - Health Permit applications must be in receipt by the Health Dept. (Mail Health Permit Applications **Directly** to the Health Department)  
**May 12th** - Festival Contract MUST be received by this date.

\_\_\_\_\_ **Initial** that you have read this >> Recyclable / biodegradable utensils are required in 2010.

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**STANDARDS:** Vendors agree to maintain sufficient supply of product and personnel to meet the demand during festival hours. Each booth shall be set no later than 9:00AM on Sunday, May 30th. Vendors are limited to selling their product from contracted space-NO street peddling will be allowed. At end of day, vendors are responsible for dismantling & removing all materials used in their area. Space must be returned to **ORIGINAL CONDITION** by 9:00PM that evening. Refuse is to be deposited in the **DUMPSTERS** provided. **DO NOT** use area trash containers for disposal of refuse.

**IN BOOTHS:** **NO PETS, NO SMOKING, NO LOUD HAWKING OF PRODUCT, NO AMPLIFIED MUSIC.** **STYROFOAM** containers are strictly prohibited. We appreciate your cooperation.

**REFUND POLICY:** No refunds will be allowed after May 1st. Written request required.

**ELECTRICITY/WATER:** There is limited access to electricity. No individual generators are allowed. Water for cleanup must be provided by the vendor & meet health department standards.

**Please list below specific equipment to be used and their power requirements:**

EQUIPMENT	AMPS	VOLTS	WATTS
_____			
_____			
_____			
_____			
_____			

**LIABILITY:** As legal representative of the above named vendor, I agree to defend & hold harmless the Fairhaven Association & Directors, individually or severally, from all liabilities or any injuries, sickness and/or claims of malfeasance resulting from the making, preparing, selling and/or distributing of my products/services to the general public.

**AGREED TO:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
(SIGNATURE REQUIRED) Authorized Business Representative

\_\_\_\_\_  
Authorized Old Fairhaven Association Rep **DATE:** \_\_\_\_\_

**MAILING INFORMATION:** Mail check and application to:

Food Vendor Coordinator  
Fairhaven Association  
1106 Harris Ave, #313  
Bellingham, WA 98225

**NEED CONFIRMATION?** Include a self addressed & stamped envelope for written confirmation. Otherwise notification of receipt of application will be made through email/telephone.

**QUESTIONS:** Anna Williams, 360-961-6749 Email: [festival@fairhaven.com](mailto:festival@fairhaven.com)  
For info & forms, go to: [www.fairhaven.com](http://www.fairhaven.com) & click on "Fairhaven Festival" link in left column.