

**2017 Street Fair Vendor Application Rules & Regulations**

**Coeur d'Alene, Idaho**

**Application Deadline:** July 1, 2017

**Application Submission:**

- Register online at [cdadowntown.com](http://cdadowntown.com) Or mail form to: Downtown Street Fair, 105 N. 1<sup>st</sup> Street, Suite 100, Coeur d'Alene, ID 83814-2769.
- **SUBMIT:** Completed, signed application, full payment (check, credit card, or money order) and 3 – 4 photos of merchandise to be sold (may be emailed, mailed, or faxed).

**Fair Dates & Hours:**

Friday, August 4	10:00 a.m. – 8:00 p.m.
Saturday, August 5	10:00 a.m. – 8:00 p.m.
Sunday, August 6	10:00 a.m. – 5:00 p.m.

<b>Company Name:</b>		
<b>Artist/Owner Name:</b>		<b>Co-artist Name:</b>
<b>Email Address:</b>		<b>Phone:</b>
<b>Address:</b>	<b>City/State:</b>	<b>Zip:</b>
<b>Are you a past Street Fair participant? Yes / No</b>		<b>What year(s)?</b>
<b>Describe items to be sold (if imported please state where from):</b>		
<b>Space Needs/requests:</b>		

<b>Food Exhibitor Booth – Electricity Included*</b>	<b>Cost</b>	<input checked="" type="checkbox"/>
10' x 10' & 20 amps (1 plug-in)	\$450	
10' x 20' & 40 amps (2 plug-ins)	\$740	
10' x 30' & 60 amps (3 plug-ins)	\$1,090	
<b>Additional Electricity- Food Exhibitor</b>	<b># of extra plug-ins</b>	
Max 60 amps total (3 plug-ins) per vendor. \$50 per additional plug-in.		
<b>Non-Food Exhibitor Booth</b>		
10' x 10'	\$340	
10' x 20'	\$580	
10' x 30'	\$820	
<b>Electricity for Non-Food Exhibitors</b>	<b># of Plug Ins</b>	
110 V Plug In - \$25/plug In		
<b>Request Corner Space</b>		
15% of booth space charged upon availability		
<b>Total</b>		

<b>Payment Amount Enclosed:</b> Check: \$ _____ Cash: \$ _____ Credit Card: \$ _____ <b>Credit Card Payment:</b> Visa _____ MC _____ Card Number _____ Exp. Date _____ Name on Card _____ Signature _____
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**\*\*I have read the attached Rules & Regulations and agree to all, including the Indemnification, as stated.**

Signature \_\_\_\_\_

Printed \_\_\_\_\_ Date \_\_\_\_\_

## **RULES AND REGULATIONS – 2017 STREET FAIR**

**SALES** - All sales will be made directly by the exhibitor. There will be no commission charge by the event on sales. All exhibitors are responsible for collection and payment of local Idaho Sales Tax. You may obtain an Idaho Sales Tax I.D. number by calling (800) 972-7660 or (208) 769-1500. To receive a temporary "Event Tax #," complete the online registration form that will accompany the confirmation of acceptance email or obtain a form from a Street Fair Official on Friday morning. Food and beverage exhibitors must obtain a permit from the Panhandle Health Department by calling (208) 667-9513.

**SPACES** - Spaces will be assigned on Sherman Avenue. Each exhibitor will have an assigned number. **All spaces will extend out 10 feet into the street, and 10 feet side to side.** Merchandise placed out further than the allowed 10' will be noted as a violation. Repeated violations may result in vendors being refused entry into future events. Vendors are responsible for supplying their own canopy, tables and chairs. Any food booth where cooking takes place must have a Fire Rated, UL Approved canopy and fire extinguisher. All booths must also be prepared for any weather condition, especially rain, wind or very hot weather. One company may not occupy spaces in more than one location. The largest space one company may occupy is 10' x 30'. Food Vendor Spaces include a shared gray water dump and hose to get fresh water.

**ELECTRICITY** – If you require electricity, it will be available (110 V only) at an extra charge of \$25 / plug-in for non-food exhibitors. Food Exhibitors may purchase extra plug-ins (20 amps each) for \$50 each up to 60 amps. If you need electricity, it must be pre-arranged (check box on application). **It will not be available on set-up day if not pre-arranged. Swamp coolers, and air conditioners are not permitted.**

**REFUNDS** - No refunds of any kind after July 15, 2017.

**DURATION** – All Exhibits are required to be set-up, manned and prepared for selling during all Fair hours on all Fair days.

**SET-UP / BREAKDOWN** - Streets close at 6:00 a.m. on Friday, and re-open at 6:30 p.m. on Sunday. **Absolutely no vendors or vehicles are allowed on the streets before 6:00 a.m. on set-up day.** Booths may be left up at the end of each day, and must be ready for selling by Fair time each day. On closing day, **ALL BOOTHS AND LOADING VEHICLES MUST BE REMOVED BY 6:30 p.m.** Be prepared to begin breaking down earlier than 5 pm closing if you need the extra time. Exhibitors are responsible for cleaning their area, including tape on street.

**SECURITY** – Security Guards will be provided on Friday & Saturday nights, but are there mainly to watch the canopies and tents. **We highly recommend that exhibitors remove their merchandise each night at closing,** as the City of Coeur d'Alene and the Coeur d'Alene Downtown Association will **HOLD NO LIABILITY** for any property left at the site.

**VIOLATIONS** - Exhibitors in violation of rules and regulations will be placed on suspension for future Fair admittance. This includes violation of 10' x 10' maximum booth space. Repeat violators will be permanently suspended from future admittance.

**INDEMNIFICATION** - I hereby certify that I have read and understand the rules and regulations of the Downtown Street Fair. I hereby agree to abide by all of the rules and decisions of the Downtown Street Fair. I hereby agree to indemnify, hold harmless and defend, the Coeur d'Alene Downtown Association, City of Coeur d'Alene, Coeur d'Alene Chamber of Commerce, their respective members, officers, directors, agents, and employees from and against any and all liabilities, damages, actions, costs, losses, claims and expenses (including attorneys fees), on account of personal injury, death or damage to or loss of property or profits arising out of or resulting in whole or in part from any act, omission, negligence, fault or violation of law or ordinance by me or my employees, agents, sub-contractors, invitees or any other person entering the event with my implied or express permission.

In CONSIDERATION of the acceptance of the application for entry into the activities listed on the application form above this agreement and the rules and regulations that accompanied it, I hereby WAIVE, RELEASE, and DISCHARGE any and all claims for the damages for death, personal injury, or property damage which I may have, or which may hereafter accrue to me as a result of my participation in the said activities. This release is intended to discharge, in advance, the Coeur d'Alene Downtown Association, City of Coeur d'Alene, Coeur d'Alene Chamber of Commerce, its officers, agents, and employees from and against any and all liability arising out of or connected with my participation in the said activities, even though that liability may arise out of NEGLIGENCE or CARELESSNESS, on the part of the persons or entities mentioned above.

I HAVE READ THE DESCRIPTION OF THE ACTIVITY FOR WHICH I HAVE APPLIED, AND I AM AWARE THAT THESE ACTIVITIES SUBJECT ME TO PHYSICAL RISKS AND DANGERS. NEVERTHELESS, I VOLUNTARILY AGREE TO ASSUME ANY AND ALL RISKS OF INJURY OR DEATH, AND TO RELEASE, DISCHARGE, AND HOLD HARMLESS ALL OF THE ENTITIES OR PERSONS MENTIONED ABOVE WHO, THROUGH NEGLIGENCE OR CARELESSNESS, MIGHT OTHERWISE BE LIABLE TO ME, OR MY HEIRS, PERSONAL REPRESENTATIVES, NEXT OF KIN, SPOUSE OR ASSIGNS. It is understood and agreed that this waiver, release, and assumption of risk is to be binding on my HEIRS, PERSONAL REPRESENTATIVES, NEXT OF KIN, SPOUSE and ASSIGNS. I have carefully READ this Agreement and fully UNDERSTAND its content.