



Athol Daze –

August 10th, 2019 Celebrating 110 Years

“A *Splashing* Good Time”

Space# _____
(City Use Only)

VENDOR/FOOD BOOTH APPLICATION

Location of Event: Athol City Park, 30355 N. 3rd Street, Athol, ID 83801

Mailing address: City of Athol, POB 249, Athol, ID 83801

APPLICATIONS MAY NOT BE ACCEPTED AFTER AUGUST 5th, 2019

This year’s theme: “Athol Daze, A Splashing Good Time!”. Please decorate your booth to help us celebrate.

Name of Business: _____

Contact Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone (Day): _____ (Evening) _____ Email : _____

Description of booth/display; Attach photo(s) of booth, if you like (show hitches, awnings, and door locations).

What will be sold? (attach or list below) _____

Do you have an item you are drawing for and would like it announced? yes / no

Are you a returning vendor from a previous year? Yes No Year(s) _____



Please check boxes (below) that apply to your event accommodations.

Fees for 1-day event (Saturday).

Friday Drop Off (not later than 10pm)

NOTE: All tow vehicles must be removed from park before 9am Saturday.

10 x 15 Vendor Booth Fee (Food) -----**\$35.00**

10 x 15 Vendor Booth Fee (Craft/Sales/Businesses) -----**\$20.00**

10 x 15 Booth Fee (Non-profit selling, or political) -----**\$15.00**

10 x 15 Booth Fee (Non-profit/religious, no sales-info only; No businesses) - **No fee**

Booth Fee: \$ _____

ADDITIONAL FEES (if applicable): -----

Electricity:

\$25.00 for (120v/20 amp) needed.

\$15.00 for (120v/10amp) Craft/Sales, NO Food Vendors

**** Please pay for the appropriate amount of circuit. All paid lines will be tagged at the event. If you exceed the paid circuit, you will be required to pay on the spot for additional.**

NOTE: No 220 Available

Number of 20 amps needed _____ **x \$25.00**

Amperage will be checked and monitored.

Electricity Fee(s): \$ _____

TOTAL FEES PAID: \$ _____

PAYMENT INFORMATION:		Total Amount Due \$ _____	Paid / Unpaid (City Initial) _____
<input type="checkbox"/> Check # _____	<input type="checkbox"/> Cash (City Initial): _____	Credit Cards (please call - \$1.00 plus 3% fee applies) Date _____	

Idaho Sales Tax Declaration Form - Fill out day of event Mail to me in advance

Please Complete Both Sides of This Form. “Signature” required on the back.

VENDOR/FOOD BOOTH EXHIBITOR APPLICATION RULES, REGULATIONS, ADDITIONAL INFORMATION

Requirements for Booths: All booths must be stable, covered, staked down, and able to handle all weather conditions. Easy-up tents (or trailers) are acceptable. All booths should be kept clean and visually appealing. Booth sizes are based on 10x15 grid. Any odd-sized booth, trailer, or extension of the trailer hitch/tongue must be moved up to the next longest space. For example, if booth (trailer/tongue) is 8'x12' structure, this would fall into a space size of 10'x15'. Awnings, tables, steps, items on display, etc., must be included in the square footage calculated. **NO off-site sales of your product!**

Signage & Electricity: You must have a sign that identifies the name of your booth present at all times. Signs must be confined to within 2-feet of booth space. **You must provide your own 50'-100' (heavy duty, 12 gauge, grounded for 20-amp, 16 gauge if 10-amp) extension cord if electricity is purchased.**

Security: Every precaution is made to protect the grounds. Kootenai County Sheriff's Department patrols, in general, the city and park area. The City of Athol will not be liable for any loss, theft, or damage of any kind.

Insurance / Health Department Requirements: All vendors must have their own insurance. Vendors are not covered through the city's insurance. Food vendors must provide proof of liability insurance with a minimum of \$500,000 if asked. The City of Athol must be named as an additional insured. You must also meet all requirements of Panhandle Health Dist. and Kootenai County Fire Dist. for their inspection at Athol Daze. **My Insurance Company is:** _____

Expectations: To provide a quality show, it is expected that all vendors operate their booth for the entire event. There will be NO REFUNDS in the event of inclement weather, booth location, or less than desirable sales of your product. Failure to stay for the entire event will affect your acceptance into future shows.

Hours of Event: Saturday 9/10/19: 9:00am-5:00pm. (You may stay open later on Saturday if you wish- this year we will be hosting Lawnmower Street Drags that begin at 4pm). All booths must be removed, and area cleaned by 8:00pm on Saturday. Please note there will not be anyone staying on-site on Saturday night.

Set Up: You may drop-off items in the park on Friday beginning at 3:00pm and set-up Saturday morning as of 6:00am. A local Cub Scout Troop will be camping out in the park to watch over items and help direct location of booths in the park. **While every precaution is made to protect the grounds, the City of Athol will still not be liable for any loss, theft, or damage of any kind if you choose to set-up early.** Set up must be completed by 9:00am on Saturday, **or you might forfeit your space.** **Gray Water:** Please do not dump on the grounds or in restrooms.

Vendor Parking: Absolutely no parking next to your booth inside the park. Try to save the main/closest parking for YOUR customers.

Acceptance: The City of Athol reserves the right to limit or deny booths based on space availability, duplication, incomplete application, visual appeal, type of product sold, or if the booth does not meet the requirements of our show. This is a community-based, family-oriented event.

Refunds: **NO** refunds will be issued for cancellation of your booth space and/or electricity fees.

I have read the above rules & agree, by my signature, to abide by those rules. Failure to follow rules or Event-staff directions will result in removal from the show and/or being prohibited from participating in future events. If you have any questions, please call our office.

DON'T FORGET TO EMAIL or MAIL IN A PICTURE OF YOUR BOOTH!

Signature: _____ **Date:** _____

Mail entry form with appropriate fees to:

City of Athol, ATTN: Athol Daze, POB 249, Athol, ID 83801

Phone # (208) 683-2101 Fax # (208) 683-0706

Email: cityclerk@cityofathol.us or cityhall@cityofathol.us

(you may email a copy of the form to expedite entry & mail fees with original)

A confirmation will be e-mailed (or mailed) back to you.

