

**July 12-14, 2019
Chataqua Arts & Crafts Festival
Vendor Application/Contract**

Like us on Facebook:
Chataqua Chewelah



UBI* _____ - _____ - _____ (9 Digits Only)

Company Name: _____

Contact First Name: _____ Last Name: _____

Phone #1: _____ Phone #2: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Website Address: _____

Products Description - **Hand Crafted Only** **Artist must be in attendance at Chataqua.**
Category Code: _____ Description: _____

Category Code: _____ Description: _____

Booth Space Request		
<input type="checkbox"/> Same booth as last year (check box)		
Registration (\$25)	Required	\$25
Electricity (\$35)		
Standard 12' x 12' (\$150)		
Double 24' x 12' (\$250)		
Corner 12' x 12' (\$150)		
TOTAL		

*Sharing Booth with (see definition in application package):

Name: _____

Phone #: _____

Email: _____

*Each applicant must complete and submit their own application which will be adjudicated separately.

NEW VENDORS: referred by _____

Application/Contract Agreement and Liability Waiver

I hereby certify that the information contained in this application is true and correct. I have read and agree to all of the terms and conditions included in the **Chataqua 2018**

Application Package and understand that failure to comply may result in the closure of my booth and forfeiture of any fees paid.

Further, I **RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE** the City of Chewelah, Chewelah Chataqua, Community Celebrations, the promoters, other participants, operators, officials, and any persons at the event (collectively referred to as "releases") from all liability to myself, my personal representatives, assigns, heirs, and next of kin for any and all damage, and any claim or demands thereof on account of injury to my person or property or resulting in my death, whether caused by negligence or otherwise while I am participating in the event.

I AGREE TO INDEMNIFY AND HOLD HARMLESS the above releases from any loss, liability, damage, or cost they may incur due to my presence at this event whether caused by their negligence or otherwise.

I ASSUME FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE due to the negligence of releases or otherwise while participating in the event.

Signature _____ Date: _____

Signature _____ Date: _____

Enclose a check for \$25, payable to Community Celebrations, as a non-refundable registration fee. If applying after May 15, 2019, full booth fee plus registration must be enclosed with application. Mail the check and application to: Community Celebrations, P.O. Box 501, Chewelah, WA 99109. Product and Booth photos may be mailed or emailed to: chataquavendors@gmail.com.

No animals in the park (except campground) by Chewelah City Ordinance. – service animals allowed with proof of permit.

Check in at the office before bringing your vehicle into the park!

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Festival Dates

CHECK-IN: Upon arrival exhibitors MUST check in at the Booth Registration Desk in the Chataqua Office and MUST be escorted to the correct booth location. Do not set up before checking in at the office. Check In dates and times include:

July 10	(Wednesday)	- 1pm to 6pm
July 11	(Thursday)	- 8am to 7pm

SET-UP: Can be done during the hours mentioned above on either of those days. Exhibitors may open on Thursday at 1pm if they wish and close when they wish on that day. All unloading must be completed and vehicles out of the park by 9am on Friday morning. Booths must be ready to open at 10am on Friday.

OPEN:	July 11 (Thursday)	- 1pm to 7pm (“Chewelah Day” – optional)
	July 12 (Friday)	- 10am to 8pm (mandatory)
	July 13 (Saturday)	- 10am to 8pm (mandatory)
	July 14 (Sunday)	- 10am to 4pm (mandatory)

BOOTH FEES:

Standard 12' x 12' (\$150) Corner 12' x 12' (\$150) Double 24' x 12' (\$250) Electricity (\$35)

Limited standard and corner booths will be assigned on a first-come first-served basis at the time of acceptance

REFERRAL DISCOUNT! For each new Vendor that you refer that is accepted to Chataqua 2019 you will receive a \$25.00 discount on your application fee, up to and including your entire application fee if you have 6 accepted referrals for a single booth, etc.

IMPORTANT DATES:

- January 1, 2019 – Application Published available on website (www.chewelahchataqua.com)
- May 1, 2019 – Application Deadline, **Booths will be assigned starting on this date**
- May 15, 2019 – Application Notification
- Ongoing applications will be considered after the deadline, as space allows.

MAIL THE FOLLOWING TO: Community Celebrations, P.O. Box 501, Chewelah, WA 99109

- Completed signed application, with photos if photos have not been emailed.
- Non-refundable \$25 registration fee payable to “Community Celebrations”
- Booth fee required upon acceptance, by May 30th.

PHOTOS: one of booth and 3 of products to: chataquavendors@gmail.com Photos are not necessary for returning 2019 vendors with no product changes. Photos must represent items for sale in your booth or you may be asked to remove them.

PRIOR EXHIBITORS: if you are requesting the same booth assignment as last year you may check the “Same booth number as last year” box in the Booth Space Request area. You must meet the Application Deadline of May 1.

UBI NUMBER: You MUST have a Washington State Department of Revenue Registration Number (UBI) prior to submitting your application. Your application will be returned unprocessed without it.

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CATEGORY CODES: On the application please use one of the following “Category Codes” and write a very short description of your wares. Handcrafted items only. The artist must attend Chataqua

01 – Paintings, Prints Drawings

02 – Photography

03 – Basketry, Gourds

04 – Candles, Soaps, Body Therapy

05 – Ceramics, Clay, Pottery, Tile

06 – Metal, Sculpture, Yard Art

07 - Jewelry

08 – Wood, Furniture, Mirrors

09 – Wearable/Fabric Art, Leather

10 – Packaged Gourmet Foods

11 - Glass

12 – Mixed Media

13 - Other

BOOTH SPACE/FEES:

If electricity is required, booth location will be assigned on the availability of hook-ups. Generators are prohibited. **If you do not absolutely need power, please do not request it.**

No commission is charged on sales. There will be a \$40 returned check fee and if not resolved you will not be invited back.

BOOTH SHARING:

A “shared booth” is one where each vendor has his/her own business license and UBI number. Each must prepare and submit, and be juried on a separate application. Each vendor/business will be listed in the Chataqua Edition of the Independent.

If you and the other person working the booth with you are doing so under the same State UBI number we do NOT consider the booth to be “shared.” In this case there will only be one listing in the Chataqua Edition of the Independent.

PACKAGED GOURMET FOOD VENDOR ONLY:

Your application must include proof of FDA, USDA, or WSDA food processor license. Further, you are responsible for obtaining a Stevens County Temporary Food Service Permit covering the dates of the event. If you have questions regarding this permit you should call the Stevens County Health Department – Environmental Health: (509) 684-2262. Their website is www.netchd.org.

CONTACT INFORMATION

If you have any questions please email us at: chataquavendors@gmail.com

Our website is: www.chewelachataqua.com

Mailing Address:

Community Celebrations – Vendors
P.O. Box 501
Chewelah, WA 99109

Facebook: Chataqua Chewelah