

SNAKERIVER ARTS COUNCIL
PO BOX 577
Glenns Ferry, ID 83623

Event Vendor Contract
Application must be received no later than August 1, 2023.

Name of Organization: _____

Contact Person: _____

Address: _____

City, State, & Zip: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____ Web Site: _____

Seller's Permit No: _____

Please email business logo to snakeriverart@gmail.com

Booth fee includes two exhibitor passes good for the Oktoberfest event. If you are NOT on premises by 3 pm on Saturday September 23rd, the gate personnel will require payment for entry as there is no way to know you are a vendor.

- Additional exhibitor passes are available.
- Electricity: A 110 hook-up is available on a first come first served basis. **We need to know how many AMPS you pull from being plugged into our Electricity. If electricity is not available for you, you will be notified, and you may request a full refund.**
- Applications submitted with a \$25.00 deposit will reserve a space. **Applications sent without a deposit of at least \$25.00 will be reserved on a contingent basis only and are subject to cancellation without notice.**

TYPE AND SIZE OF OUTSIDE BOOTH REQUESTED (please check one)

_____ Food _____ Retail

WILL YOU REQUIRE EITHER OF THE FOLLOWING? (Please check)

_____ 10 x 15-\$25.00 _____ 10x30- \$25.00 _____ Electricity

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PLEASE LIST ITEMS TO BE DISPLAYED OR SOLD

(Please include picture of concession trailer/booth)

List **ALL PRODUCTS** you will be **displaying, selling, or giving away** during the event. Attach a list if needed. Application space will be assigned, in part, based on this list. Please submit any samples of brochures or literature you will be distributing to the public or that will illustrate details of your product(s). Violations will mean immediate cancellation of all rental money paid will be forfeited to the Snake River Arts Council. Items not allowed include knives, lasers, firecrackers, stickers, pop-bangs etc. Event Coordinators reserves the right to forbid items it deems inappropriate.

Please Initial ALL ITEMS IN YOUR BOOTH ARE SUBJECT TO APPROVAL FROM THE FAIR MANAGEMENT. IF YOU ARE ASKED TO REMOVE IT FROM SALE THEN IT MUST BE REMOVED. IT IS IMPERITIVE THAT YOU SUBMIT A COMPLETE LIST OF PRODUCTS TO AVOID COMPETITION AND AVOID SPENDING MONEY ON PRODUCT THAT YOU WILL NOT BE ABLE TO SELL!!

INDOOR AND OUTDOOR VENDOR BOOTHS are available in sizes of 10 feet x 15 feet, and 10 feet x 30 feet with some allowances given for variances. Larger spaces can be made available but **MUST** be set up **BEFORE** application is sent in.

- If you need to cancel after **September 1st, 2023**, you forfeit ALL MONIES SUBMITTED to Snake River Arts Council. If you cancel prior to this date, the FULL amount of your deposit will be returned to you.

APPLICATION APPROVAL: All vendor applications will be **reviewed and approved** by a committee to ensure all booths promote a successful venue. Any booth not approved will receive any deposit or fees sent with their application back in full.

BOOTH ASSIGNMENT: When practical, space will be allotted on a first-come, first served basis. The Snake River Arts Council reserves the right to move booth locations at their discretion when in its judgment such action would be in the better interest of The Snake River Arts Council. Exhibitors will be placed in a manner that the management considers conducive to a successful Fair for both exhibitors and patrons. All vendors will receive a map of their location in the approval packet.

SET-UP: Vendors may begin setting up on September 23rd from noon to 3 p.m. Special arrangements may be made if early set-up is necessary or requested. **Vendor Passes will be distributed on arrival by a Snake River Arts Council committee member at time of check in!! If you are NOT on premises by 3 pm on September 23rd, the gate personnel will require payment for entry as there is no way to know you are a vendor.**

HOURS OF OPERATION: Booths **MUST** be open and staffed from 4 to 7 pm.

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ELECTRICITY

_____ *Please Initial* **There is a LIMITED amount of electricity at Elmore County Fairground!!!**

_____ *Please Initial* **ELECTRICITY CAN NOT BE ISSUED THE DAY OF SET UP AS ELECTRICITY IS ASSIGNED ON A FIRST COME FIRST SERVE BASIS. NO REFUND WILL BE GIVEN FOR NOT UNDERSTANDING THAT ELECTRICITY IS A RESERVED ITEM. EVENT COORDINATORS WILL NOT ASSUME RESPONSIBILITY FOR A VENDOR NOT READING THE APPLICATION FORM.**

_____ *Please Initial* A 110 hook-up is available on a first come first served basis.

EXHIBITORS TEAR-DOWN: On **Saturday September 23, 2023 after 7 p.m.**, exhibitors may begin leaving the grounds. Appropriate identification (vendor passes) should be visible to security personnel during tear down and move-out.

ADMISSION: Each vendor will receive TWO Vendor passes good for the one-day event. Additional vendor passes are available. Additional passes may be ordered with application or requested during check-in (a max of 4 passes per vendor). Vendor passes are NON-TRANSFERABLE.

_____ *Please Initial* SRAC gate personnel are VERY STRICT on this and WILL NOT let you in without a pass or paying the parking fee. SO PLEASE CARRY YOUR VENDOR PASS AT ALL TIMES!!

TABLES, CHAIRS AND COVER/SHADE: These items are not provided. Please make arrangements to bring any necessary equipment for your booth.

If you cancel after **September 1, 2023**, you will forfeit ALL MONIES SUBMITTED to Snake River Arts Council.

If you cancel prior to this date, the FULL amount of your deposit will be returned to you.

No merchandise or printed material can be distributed or sold upon fairground property without first purchasing booth space from the Snake River Arts Council Board

Please review this form making certain all information requested is available.

To secure booth space, *applications must be received no later than **August 1st 2023.***
Make check or money order payable to Snake River Arts Council and mail to:

Snake River Arts Council
PO Box 577
Glenns Ferry, Id 83623

Fees included:
Booth Deposit: _____

Total Fees Included: _____

Applicant's Signature: _____ Date: _____