

The Old Fairhaven Association Presents
“IT ALL ENDS IN FAIRHAVEN” FESTIVAL
Sunday, May 25, 2008, 10AM to 8PM

INVITATION:

The Fairhaven Association will hold its annual spring festival on Sunday, May 25, 2008 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: itallends@fairhaven.com

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

For full info and downloadable application forms, go to:

www.fairhaven.com and click on the link “It All Ends ...” in the left column.

2008 FOOD VENDOR CONTRACT – Note: this is 2 page form

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****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 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:

\$220 ea.10x10 Space Fee \$_____ *Anything over 10x15 is considered two spaces (10x16, 12x15, etc)

\$270 ea.10x15 Space Fee \$_____ *If over 10x15 You must pay for 2ea 10x10 spaces – no exceptions

\$70 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: April 15th – Festival Contract MUST be received by this date.
May 1st – Health Permit applications must be in receipt 5-1 by the Health Dept.
Mail Health Permit Applications **Directly** to the Health Department

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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 25th. 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 Fairhaven Association Rep **DATE:** _____

MAILING INFORMATION: Mail check and application to: 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: itallends@fairhaven.com
For info & forms, go to: www.fairhaven.com & click on "It All Ends..." link in left column.