

**The Old Fairhaven Association Presents**  
**“IT ALL ENDS IN FAIRHAVEN” FESTIVAL**  
**Sunday May 25<sup>th</sup>, 2008 10AM to 8PM**

**INVITATION:**

The Fairhaven Association will hold its annual spring festival on Sunday, May 25<sup>th</sup>, 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 CHANGES TO OUR FESTIVAL:**

Fairhaven has seen substantial growth and development over the last few years. This has brought about many changes to the festival such as, more vendors, more patrons and a huge change in the festival footprint. As a result, we have implemented many new requirements for the festival this year. **All vendors need to read this carefully, especially our return vendors.**

The first change has been made to our application deadlines. The final deadline is still May 15<sup>th</sup>, however we have always tried to give our *return* vendors some choice in location. With such a late deadline, this is becoming increasingly difficult. **If a return vendor asks for special consideration in booth location, the application must be postmarked by May 1<sup>st</sup>. No Exceptions.** (see note below regarding locations)

The next change was made two years ago but has been disregarded by many. Please note: **All final maps, set up instructions, driving directions and final space assignments are sent via e-mail to the e-mail address listed on the application.** If you wish to receive this via the postal service, you MUST include a self addressed stamped envelope with your application. No exceptions.

**Any vendor who sells jewelry must enclose pictures of the jewelry. No exceptions.** Due to the increase in jewelry vendors, we need to see the jewelry sold as to space appropriately and to avoid having too many of the same style. If a jewelry vendor application is received with no pictures, the application will be returned to the vendor. If a vendor does not disclose the sale of jewelry at the time of application, they will not be permitted to sell it during the festival. As always, acceptance and location will be determined by return status and postmark date.

Each year our production costs rise. We had to increase our booth fee by \$3.00 this year to help us cover the rising costs associated with hosting this festival.

**Finally, we never guarantee any vendor a corner booth or a specific booth location.** We do the best we can but with the changing festival footprint, we have had to reconfigure the festival spaces each year. We will have all new maps this year so many spaces that we used to have will no longer exist. We have more vendors participating each year and have had to expand onto different streets due to the loss of old spaces. The Fairhaven Association reserves the right to refuse entry to any vendor.

### **IMPORTANT REQUIREMENTS (TENTS/WATER/ELECTRIC):**

**All vendors are required to provide their own tent** to give the vendor protection from rain or (we hope) hot sun. We require “pop up” style or similar tents in good condition. **Absolutely NO tarps or make shift tents accepted.** You provide your own tables, chairs, dolly’s, etc., to set up/tear down and display your goods.

Unfortunately, because of our location in town, we **do not** have access to a water source: You are responsible for providing 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 and is extremely limited.**

### **TECHNOLOGY:**

In the interest of quickening response and delivery time, we are anxious to utilize e-mail more frequently for your questions or comments. All festival coordinators are volunteers and must answer your questions after their normal working and school hours. We appreciate your patience in waiting for return phone calls and urge you whenever possible, to use the e-mail address provided below for questions. E-mail is the quickest way to get a response.

### **CONTACT INFORMATION:**

**For more information** or to be mailed an application, please contact:

**E-mail:** [itallends@fairhaven.com](mailto:itallends@fairhaven.com)

**Phone:** Anna Williams 360-961-6749 (Anna is the front line for our coordinators and will direct you to the appropriate coordinator or mail you the correct application.)

**Website:** [www.fairhaven.com](http://www.fairhaven.com) and click on the “It All Ends...” link in the left column. You can download your own applications here.

**Address:** Fairhaven Association

1106 Harris Ave #313, Bellingham, WA 98225

**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!**

The Old Fairhaven Association Presents  
**IT ALL ENDS IN FAIRHAVEN FESTIVAL**  
Sunday, May 25, 2008\*\*\*10:00am to 8:00pm  
2008 Retail/Craft Vendor Contract

\*\*\*Please fill out all the information below *completely* and *legibly* as it is our only way to contact you.\*\*\*

**REQUIRED INFORMATION:**

Business Name: \_\_\_\_\_

Contact Person/Phone: \_\_\_\_\_

Street/State/Zip: \_\_\_\_\_

**E-mail Address (required):** \_\_\_\_\_

Product Description: \_\_\_\_\_

(Anyone selling jewelry **MUST** include photos of jewelry or application will be returned. Please be specific with description.)

**FEES AND RESTRICTIONS:**

\$178 ea 10'x10' Space      \$ \_\_\_\_\_ \*All wares must fit inside of the 10'X10' space. No wares may be set up outside of the 10'X10' space or an additional space fee will be charged.

\$70 ea 20 Amps Power      \$ \_\_\_\_\_ \*Electric limited for craft area. Power deadline is May 1<sup>st</sup>.

Total Amount Enclosed      \$ \_\_\_\_\_ \*If total amount exceeds \$200 you **MUST** include a Washington State VENDOR INFORMATION FORM located at [www.fairhaven.com](http://www.fairhaven.com).

Upon receipt of fees and a signed, complete contract, the Fairhaven Association will reserve a 10'x10' booth space for vendor applicant.

**APPLICATION DEADLINE:** May 15<sup>th</sup> contract **MUST** be received by this date. **Return vendors: applications must be postmarked by May 1<sup>st</sup> to be considered for preferred spaces.** Spaces are determined by return vendor status, postmark and availability.

**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 25<sup>th</sup>. Vendors are limited to selling their product from contracted space. NO street peddling is allowed. At the end of the day, vendors are responsible 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 DUMPSTERS provided. DO NOT use area trash containers for disposal of refuse.

**REFUND POLICY:** No refunds will be given after May 15<sup>th</sup>. Written request required for refunds.

**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 and/or services to the general public.

**AGREED TO:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
(SIGNATURE REQUIRED)      Authorized Business Representative

\_\_\_\_\_ **DATE:** \_\_\_\_\_  
Authorized Fairhaven Association Rep

**MAILING INFORMATION:** Mail check and application to Vendor Coordinator at  
Fairhaven Association, 1106 Harris Ave, #313, Bellingham, WA 98225

**CONFIRMATION:** Notification of receipt will be done via e-mail.  
**Final instructions and maps will also be sent via e-mail.**  
**If you prefer to have the final information mailed to you, please include a self addressed stamped envelope along with your application.**

**QUESTIONS:** Anna Williams, 360-961-6749 e-mail: [italends@fairhaven.com](mailto:italends@fairhaven.com)  
For info & forms go to [www.fairhaven.com](http://www.fairhaven.com) and click on "It All Ends Vendor Info" link in the left column.