



**THE 111TH ANNUAL
RHODODENDRON FESTIVAL**
Friday, May 18 – Sunday, May 20, 2018

**VENDOR APPLICATION
JURIED FAIR**

Maple Street in Historic Old Town Florence

DEADLINE TO REGISTER

April 30, 2018

Return both sides (TWO) completed pages, filled out and initialed in the proper places

Please be advised you will not receive specific information regarding your booth location or load-in times until your business is approved by the Committee Jury, which will be emailed to you **beginning the first week of April through May 11. Booths are deemed “reserved” only when this application and payment in FULL are received.**

Please submit application and payment to:

Florence Area Chamber of Commerce
290 Highway 101, Florence, OR 97439
541-997-3128 Tel | 541-997-4101 Fax
events@florencechamber.com

All applications must be received by the Chamber office by April 30, 2018

Make checks payable to Florence Area Chamber of Commerce. VISA or MasterCard payments may be phoned into the number listed above.

PLEASE PRINT CLEARLY

Business Name _____ Primary Contact _____

Type of Business _____

Merchandise/Menu Items _____

Street _____

City _____ ST _____ Zip _____

Contact Phone _____ Email address _____

Owner Driver License # _____ State _____ Date of Birth _____

Important Vendor Fair Policy Information - PLEASE READ CAREFULLY!

- **Booth Size:** 10 feet deep by 10 feet wide. If you have setups that require a larger space, you must purchase an additional booth. **Trailer tongues/carts cannot extend beyond designated space.**
- Vendor Fair is **located on paved street, canopy stakes are not permitted.** Please consider bringing other weighted options in anticipation of adverse weather conditions, *especially wind.*
- Vendor move-in will occur between the hours of 2pm-6pm on Friday, May 18. No exceptions.
- Booth assignments will not be changed at the event.
- Vendors are allowed to open Friday, May 18 after they set up. **Vendor Hours are mandated to be open 10am-6pm Saturday, May 19 and 10am-5pm Sunday, May 20.** You are allowed to be open longer hours if you would like. Street must be vacated by 7:00pm on Sunday.
- No electricity or water is available. You may bring a generator to power lights, etc., provided it is no louder than 67 decibels (**please indicate below**).
- Parking adjacent to the vendor fair area is often a challenge due to heavy traffic congestion. Please arrive and be ready to load in with a handcart or some other device to transport your materials from the street to your booth. (*Other arrangements for load-in must be approved.*)
- **ALL FOOD VENDORS** must obtain a temporary health permit from Lane County Health Department, (541) 682-4480 or www.lanecounty.org and comply with all state and county health regulations.
- Provide a Certificate of Insurance with Florence Area Chamber of Commerce named as an additional insured – **ONLY ONCE YOU ARE APPROVED AND NOTIFIED BY THE CHAMBER.**
- Garbage, restrooms, overnight security and a City of Florence business license are included in your booth fee.
- No unauthorized distribution of advertising, political, religious or any other printed materials.
- All products must be family friendly and may not have any inappropriate language. Selling any products that could be used for drug use is strictly prohibited. Anyone selling products that may be used in any drug related use will be removed and the vendor fees forfeited.
- No drugs or alcohol permitted in festival area. No consumption permitted by vendors during working hours.
- Smoking: Please be courteous to the other vendors on Maple Street and smoke at least 20 feet away from the vendor fair area.
- Booth AND shade structures must be fire resistant; propane bottles must be placed outside of the booth per the City of Florence Fire Marshal.
- Signs must be mounted flush to the booth. You will be asked to remove any signs deemed inappropriate.

I have read and agree to comply with the instructions above and, upon acceptance as a vendor, understand there will be “ABSOLUTELY NO REFUNDS” _____ Initial Here

Food Vendor Booth Fee \$275 ea x _____ Booths = \$ _____

Retail Vendor Booth Fee \$225 ea x _____ Booths = \$ _____

Will you be operating a generator? **Yes** **No**