



CRAFT/MISCELLANEOUS VENDOR APPLICATION

MOXEE HOP FESTIVAL 2022
THURSDAY, FRIDAY AND SATURDAY AUGUST 4TH – 6TH

To All Craft and Miscellaneous Vendors:

The East Valley Community Enhancement Association (EVCEA) is accepting applications for **Craft and Miscellaneous Vendors** for the Moxee Hop Festival to be held **Thursday, August 4th 5 p.m. to 9 p.m., Friday, August 5th 4 p.m. to 10 p.m., and Saturday, August 6th 7 a.m. to Midnight** in the Moxee City Park off Rivard Rd. and Hwy 24 in Moxee WA. We invite you to apply as a **Craft/Miscellaneous Vendor** and share in this special event, which has drawn from 7,000 to 10,000 attendees each year.

Please read this information carefully. **Fill out the application completely and return it along with the registration fee and Certificate of Liability Insurance listing EVCEA and the City of Moxee as “Additional Insured”** as quickly as possible to the Craft Vendor Chair, no later than Friday, July 15th, 2022.

For more information, please contact LeeAnn Mulhair, 509-834-0116 or leeannmulhair@gmail.com

RULES AND GUIDELINES FOR CRAFT/MISCELLANEOUS VENDORS

- Limited space is available so new vendors will be selected on a first come basis as well as the products to be sold. As always returning vendors will be considered first. Remember that you are limited to selling only the items you list on your application. This not only gives festival attendees a good variety but also a better opportunity of profit for our vendors. EVCEA reserves the right to accept or reject any applicant and/or their choice of items for sale.
- All vendors will agree that there will not be any vulgar, offensive or obscene material displayed, exhibited, presented or offered for sale at the Moxee Hop Festival. This includes any items that may cause unreasonable annoyance or possible injury. (Examples but not limited to: potato guns, silly string, water balloons, fake cigarettes or guns of any type). EVCEA reserves the right to ask any vendor to remove these items.
- All permanent booths, trailers, etc., must meet State Electrical Code requirements and must have been inspected and display a current seal from the Department of Labor and Industries.
- All vendors are **required** to have their Certificate of Liability Insurance and copies of these documents must be included with your application. The City of Moxee and EVCEA must be listed as “additional insured”. **Vendors will not be allowed in the park** to set up if we have not received or you do not have with you these documents.
- Vendors are expected to comply with all applicable rules regarding the collection and payment of Washington State sales tax and any local taxes or fees.

- Booths must be fully set-up no later than 2:00 p.m. and all personal vehicles must be out of the park and the Cul-de-Sac by 2:30 p.m. on Thursday, August 4th, 2:30 p.m. on Friday, August 5th and 10 a.m. on Saturday, August 7th.
- **No personal vehicles, only emergency vehicles, are allowed in the park during open hours, in accordance with the Moxee Law Enforcement.** You may close your booth at any time but you may not bring in your personal vehicles to load until the park closes. **In case of an emergency please contact any of the emergency or police personnel or any EVCEA Members.** There are no exceptions to this rule!
- Any non-food vendor will be restricted to providing only one prepackaged food or drink item and will not price that item less than the food vendors' prices.
- For your convenience, bags of ice will be available in the park all three (3) days and **may be purchased at the Vendor Check-In Booth.**
- After careful consideration, the Hop Festival Site Plan Manager will assign each vendor a space/location.

To apply fill out the online application form completely and return it with the registration fee, 2 copies of your Certificate of Liability Insurance with the City of Moxee and EVCEA listed as "Additional Insured" and a complete listing of your items for sale and prices, by Friday, July 15th, 2022.

The EVCEA committee will also be cognizant of adhering to our local applicable COVID-19 health guidelines.

No percentage of sales will be taken.

NON-REFUNDABLE \$25 DEPOSIT MUST BE SUBMITTED TO RESERVE SPACE

Full registration fee \$75.00 for first space

\$50.00 for each additional space

Late Registration fee \$100.00 after Friday, July 15th, 2022

FULL BOOTH PAYMENT MUST BE PAID ON-SITE, UPON CHECK IN

If for some reason you are not accepted at the Moxee Hop Festival, your fees will be refunded.

Craft Vendor Chair

LeeAnn Mulhair

P.O. BOX 534

Moxee WA 98936

Questions? Please contact LeeAnn Mulhair at **509-834-0116** or leeannmulhair@gmail.com

WE HAVE FOUND REASONABLE LIABILITY INSURANCE FOR THE CRAFT/MISCELLANEOUS VENDORS

This is the additional insurance with the CITY OF MOXEE AND THE EVCEA to be listed as additional insureds.

Please contact:

AMERICAN FAMILY INSURANCE

LUISA MUNOZ AT 509-367-8383

Lmunoz1@amfam.com

Please return all completed registration forms and fees to:

Craft Vendor Chair

LeeAnn Mulhair * P O BOX 534 * Moxee WA 98936

Questions? Please contact LeeAnn Mulhair at **509-834-0116** or leeannmulhair@gmail.com

MOXEE HOP FESTIVAL 2022 CRAFT/MISCELLANEOUS VENDOR APPLICATION

_____ Yes, I/We will be participating in the Moxee Hop Festival 2022, August 4th, 5th and 6th. **I/We have included 2 copies of the Certificate of Liability Insurance listing City of Moxee and EVCEA as "Additional Insured" along with a complete list of items for sale with prices.** All items need to be approved by EVCEA.

My items for sale are (please be specific):

Type of booth or trailer: _____ Commercial _____ Constructed

Please describe the size and shape of your booth or trailer:

Do you need electricity: _____ Yes _____ No (**Please be very specific, may determine location*)

Electrical requirements: _____ 110 _____ 220

Do you have a generator? _____ Yes _____ No

Electrical cords are not provided, be sure that your cords are in good condition.

Minimum space size is 10 x 10 for \$75.00 fee, each additional space is \$50.00. Please indicate how many spaces you will need (that is all the space that will be marked out for you) _____ **number of spaces**. You must provide your own tables, awnings, chairs, night lighting, and change. Moxee Hop Festival will not provide change. **I/We HAVE READ AND AGREE TO ALL THE REQUIREMENTS LISTED IN THIS CONTRACT.** In consideration of the acceptance of this application, applicant agrees to save and hold harmless the East Valley Community Enhancement Association (EVCEA) and the City of Moxee from any loss or damage to persons or property caused by operation of applicant's unit with Moxee Hop Festival activities, and further agrees to defend said association from any claims for such damages.

Name of Business/Organization and Address:

Telephone: Day _____ Evening _____ Cell _____

Please indicate which one is the best to reach you! Email _____

Print your name: _____

Signature: _____ Date: _____

_____ \$25 NON-REFUNDABLE DEPOSIT MUST BE SUBMITTED TO RESERVE SPACE

_____ \$75.00 Full Registration fee _____ \$100.00 Late Registration fee _____ \$50.00 each additional space

Return application with appropriate fee and insurance. **FULL BOOTH PAYMENT MUST BE PAID ON-SITE, UPON CHECK IN.** Fees will be refunded if application is not accepted.