

# Vendors, these instructions are meant for you to keep. Please do not send them back.

1. Please send the paper application and payment to Sky Valley Chamber of Commerce, Attn: Shindig Street-Fair, P.O. Box 46, Sultan, WA 98294. Make checks payable to the Sky Valley Chamber of Commerce or complete the registration online at [www.sultanshindig.com](http://www.sultanshindig.com)
2. Acceptance or Denial letter will be issued on May 18. The event will be open until full.
3. To reduce overlap of product Commercial Booths will be limited
4. If applicable, recovery charges of \$35 will be collected for each returned check.
5. All cancellations before June 15th are subject to a \$10.00 administrative fee before a refund is issued; any cancellations received after June 16th date forfeit any booth fees.
6. **Booth assignments will be set by the street fair committee to ensure a balanced mix of goods throughout the street fair. All booth requests will be honored to the best of our ability on a first-come, first-served basis based on the receipt date of the application. Double spaces will be limited.**
7. The Sultan Summer Shindig hours of operation are Friday from 4 pm to dusk, Saturday from 9 am to dusk (**fireworks show 10 PM**), and Sunday from 9 am to 4 pm. All vendors are asked to have booths set up Friday morning and vehicles removed from Main Street by 2 pm. Please be courteous to others and have your vehicle unloaded and moved as quickly as possible. You may be asked to move your vehicle if you are blocking traffic or others. Saturday morning is the parade; your vehicle must be unloaded and relocated to vendor parking by 9:00 am.
8. All vendors must be open during Shindig hours unless pre-arranged. Please comply to ensure you are allowed to participate in future Shindig events.
9. All times other than those listed above are considered “quiet hours,” and no excessive noise of any sort will be permitted.
10. To calculate your event fee, figure out how many spaces you need for food booth spaces or street fair spaces; multiply this by the booth fee for a sub-total. Add \$40 if you are a craft/commercial/fine art/non-profit booth that needs power. Power may be not be available without pre-registration. If you did not pre-register for power and it is available the charge will be \$90. Call the Visitor Information Center at 360-793-0983 if you need help.
11. All vendors, please include with your application a photo of your booth (unless you are a returning vendor with the same setup) and a menu or list of proposed items to be sold in your booth. Be specific and include everything you plan to sell. Anything not on your inventory list may be subject to removal. All vendors must have either a trailer or an easy-up (or similar) commercial-type tent. Absolutely no frames with tarps attached or umbrellas (unless it is a food cart). Tarps may only be attached to the back portion of your tent or used in extreme rain. **NO EXCEPTIONS!** This is a professional event.
12. Vendors are provided space only. Food booth spaces are 20 ft x 10 ft, and street fair booth spaces are 10 ft x 10 ft. If you exceed your allocated space, you need to purchase additional space. Vendors must provide their chairs, tables, displays, and a public garbage can in front of your booth. In addition, we provide a three-compartment dishwashing sink in the food area, picnic tables, dumpsters, sani-cans, and hand washing stations.
13. Each food booth space fee includes one 20-amp circuit per space. Water is available for dishwashing only (not for human consumption).
14. All food vendors are responsible for their health permits from the Snohomish County Health Department (in Everett, WA). This includes food handler's permits as well as event/show permits. The Health Department will inspect during the event, so please be prepared.
15. Due to infectious diseases and the potential for an outbreak, a certificate of insurance with Sky Valley Chamber of Commerce named as an additional loss payee must accompany every food vendor application. You **MUST** have this on file to participate in the event.

16. No alcoholic beverages or loud music will be allowed in the vicinity of your booth.
17. Booths and contents remain your responsibility. We do not recommend leaving any valuable items in your booth overnight since security is provided but limited. When in doubt, take it out.
18. Parking is a big issue. Vendors will only be given one car pass per booth space for the 3rd & Alder vendor parking area; all guests may park at the Elementary School on 4th & Date. All motor homes, RV's, travel trailers, and campers are asked to park at the Elementary School on 4th & Date (yes, you can stay there for the duration of the event, and you won't be asked to move). It must be self-contained, with no power available. NO EXCEPTIONS. If you park elsewhere, you will be asked to move. The Sultan Police Department may ticket you if you do not comply. Please get in touch with the coordination office if you have disabled parking needs.
19. Vendors must be courteous and professional to event officials, eventgoers, and other vendors. Absolutely no aggressive behavior, profanity, or words/actions that may cause animosity toward others, or you will be asked to leave without a refund.
20. All vendors must agree to comply with the rules, regulations, policies, and conditions set forth by the Sultan Summer Shindig Committee, Sky Valley Chamber of Commerce, City of Sultan, Sultan Police Department, and Snohomish County Fire District #5.
21. The Sultan Summer Shindig Committee or law enforcement officers will remove from the event anyone failing to comply with the rules, regulations, policies, and conditions set forth or anyone failing to cooperate with event coordinators and local law enforcement.
22. Anyone ejected from the event for any reason will not be given a refund.
23. In consideration of the acceptance of this application, the vendor agrees to save and hold harmless the Sultan Summer Shindig Committee, all Shindig sponsors, the Sky Valley Chamber of Commerce, the City of Sultan, the Sultan Police Department, Snohomish County Fire District #5 (including all officers, employees, and agents for the agencies as mentioned above), from any injury, or loss/damage, including theft to any persons or property caused by operation of applicant's unit in connection with Shindig activities and further agrees to defend said agencies and City from any claims for such damage.
24. Event Coordinators are volunteers; please help us be professional and organized and have your application packet complete and submitted on time! Event planning takes time – we need time to plan a fantastic event.
25. Please sign the bottom of the vendor application acknowledging that you have read these rules and regulations and agree to abide by them. Rules are subject to change without notice.
26. If you have any questions, please call the event coordination office at (360) 793-0983, or you can e-mail [melody.dazey@skyvalleychamber.com](mailto:melody.dazey@skyvalleychamber.com) or [Debbie@skyvalleychamber.com](mailto:Debbie@skyvalleychamber.com)