

Social Service Booth Guidelines & Registration September 22 & 23, 2018



Online Registration available at valleyfest.org

Office: (509) 922-3299 | info@valleyfest.org

Social Service Booth Guidelines

1. Social Service booths are only for non-profit, social service, 501 (c) (3) organizations and may promote themselves through demonstrations and distribution of written material. **Fundraising on site will not be allowed.**
2. Registration is \$35.00 per 10 ft. x 10 ft. booth space. All material needs to stay in booth space provided. Distributing material outside of booth space will not be allowed. New participants to Valleyfest must provide a mission statement.
3. **NO** items may be sold. Booths **MUST** provide a free activity for children throughout the day.
4. Compliance with county and/or state ordinance, taxes, and laws is the responsibility of participant.
5. One (1) table will be provided, bring your own awning and chairs. **NO ELECTRICAL OUTLETS ARE AVAILABLE.**
6. Booth Hours are 10:00AM-6:00PM September 22 and 11:00AM-4:00PM September 23, 2018.
7. Set up is Friday, September 21, 12:00-5:00PM, Saturday, September 22 7:00-9:00AM and Sunday, September 23 8:00-10:00AM.
8. Security will be provided September 21 and 22 and Valleyfest will take reasonable precautions to protect displays.
The festival will assume no responsibility for any loss due to fire, weather, theft, or other damage, which might occur.
9. **NO** guns, knives (including toy), generators, amplification or trailers allowed on site.
10. Confirmation with more information will be sent out upon receipt of registration.

Entry Deadline: Registrations are due July 16, 2018. You will be listed in the Valleyfest publication. Registrations after July 16, 2018 are accepted as space allows and will not be listed in the Valleyfest publication.

All entries must fill out the general information below. Please type or print clearly.

Company Name: _____ Contact name: _____
Address: _____ City/State/Zip: _____
Phone (s): _____ E-mail: _____

What free activity for children will your company provide? _____
Number of booths requested? _____ Website: _____
Description of Company: _____ Saturday only _____ Sunday only _____ Both days

Are you a Responsible Dog Ownership Day Booth Yes No

Booth Category:

Dentist Chiropractor Hospital/Clinic Bath and Body Financial Home Improvement Education Packaged Food
Utilities Faith Based Community Clothing/Accessories Homemade (not jewelry) Baby Political Dog Jewelry
Artist Corner Other _____

Other Opportunities:

- 2018 Valleyfest Publication ads available.
- Parade entries require parade form.
- Valleyfest Sponsorship available.

Payment and Billing:

Enclosed is a check payable to Valleyfest
Bill my Credit Card: Visa MasterCard
Cardholder Name: _____
CC Number: _____
Exp. Date: _____ Special Security Code: _____

I will be staying overnight at: Hotel/motel Campground

Hold Harmless: Consideration of safety, control and order, require that the City of Spokane Valley Parks and Recreation and Valleyfest authorize and regulate activities of vendors during, and/or in conjunction with the event. The vendor hereby agrees to:

Abide by and conform to all rules and regulations adopted by the sponsors and promoter of the 2018 Valleyfest. Comply with all laws, ordinances or regulations imposed by the City of Spokane Valley, the State of Washington, applicable to the activities they intend to perform. To defend, indemnify and hold harmless the City of Spokane Valley, Valleyfest, and any related or affiliated associations or subsidiaries, and their officers, directors, trustees, employees, representatives and agents, and each of them from any and all loss, cost or expense, including attorneys' fees, incurred or arising out of acts or omissions of the vendor or any or its employees, representatives or agents in connection with such vendor activity. You understand and will follow all the Social Service Booth Guidelines.

Signature: _____ Date: _____

Return this form to: Valleyfest, P.O. Box 368, Spokane Valley, WA 99037. Enclose your payment made payable to Valleyfest for any applicable fees. The Valleyfest committee reserves the right to refuse participation to anyone because of non-compliance with the guidelines. This will result in forfeiture of all fees paid. Returned checks and cancellations are charged a 30% processing fee. Payment is due prior to the event. There will be no refunds after August 31, 2018.

For office use only: Fees paid: yes / no Amount: _____ Date Received: _____ Check #CC: _____