

Marketplace, Arts, & Crafts Booth Guidelines & Registration September 21 & 22, 2019

Online Registration available at valleyfest.org



Marketplace Booth Guidelines

1. Marketplace booths are for businesses with no storefront and include arts & crafts products.
2. Registration is \$110 per 10 ft. x 10 ft. booth space. All items need to stay in booth space provided.
3. Booth Hours are 10:00AM-6:00PM September 21 and 11:00AM-4:00PM on September 22, 2019.
4. Marketplace booths are required to stay both days.
5. Tables, awning and chairs are vendor's responsibility.
6. Set up is Friday, September 20, 12:00-5:00PM, Saturday, September 21, 7:00-9:00AM and Sunday, September 22, 8:00-10:00AM.
7. Security will be provided September 20 and 21 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.
8. Guns, knives (including toy), generators, amplification or trailers are not allowed on site.
9. Compliance with county and/or state ordinance, taxes, and laws is the responsibility of participant.
10. Confirmation with more information will be sent out upon receipt of registration.

Entry Deadline: Registrations after July 12, 2019 are accepted as space allows.
Office: (509) 922-3299 | info@valleyfest.org

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

Company Name: _____ Event Contact name: _____
Address: _____ City/State/Zip: _____
Event Contact Phone: _____ E-mail: _____
Number of booths requested? _____ Booth choice: #1 _____ #2 _____ #3 _____
Website: _____ Social Media Sites: _____
Description of Company & Product: _____
Baby/Children ___ Bath and Body ___ Clothing/Accessories ___ Community ___ Dog/Pet ___ Education ___ Faith Based ___ Financial ___
Government/Military ___ Home Improvement/Home Decor ___ Jewelry ___ Medical (clinics, dentists, chiropractors, etc.) ___ Packaged Food ___

Other Opportunities:

- 2019 Valleyfest Program ads available.
- Parade entries require parade form.
- Valleyfest Sponsorship available.

Bill my Credit Card: ___ Visa ___ MasterCard

Cardholder Name: _____

CC Number: _____

Exp. Date: _____ Special Security Code: _____

A 3% fee will be applied to credit card purchases.

Payment and Billing:

___ Enclosed is a check payable to Valleyfest

I will be staying overnight at: ___ Hotel/motel ___ Campground ___ My Home

Hold Harmless:

The vendor hereby agrees to abide by and conform to all rules and regulations adopted by the sponsors and promoter of the 2019 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 of its employees, representatives or agents in connection with such vendor activity. You understand and will follow all the Marketplace 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 a 3% fee added to credit card purchases. There will be no refunds after July 26, 2019.

Visit www.valleyfest.org for more information



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