

Culturefest Booth/Vendor Guidelines & Registration September 23 & 24, 2023



Online Registration available at valleyfest.org

Booth Guidelines

We ask, if possible that all booths/vendors provide an interactive game or hands-on activity for youth and families. You may consider games or exhibits that feature a multicultural theme or arts and crafts, community awareness of your organization or historical cultural experience. Be creative! This is your time to meet the families in your community and showcase your organization, outreach program and products.

- Social Service Booths - Organization/Cultural groups. No sales allowed. Marketplace booth sales allowed.
- Registration is \$60 per 10'x10' - social service - non-profit. Marketplace booth \$125 per 10'x10'.
- Booth Hours are 10:30AM-6:00PM September 23 and 11:00AM-4:00PM September 24, 2023
- One (1) eight-foot table will be provided, please bring your own awning and chairs.
- No food sales/samples from booth, Valleyfest is contracting with local food trucks.
- Set up is Friday, September 22, 12:00-5:00PM, Saturday, September 23, 7:00-9:30AM and Sunday, September 24, 8:00-10:00AM
- Security will be provided 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.
- Guns, knives (including toy), generators, amplification or trailers are not allowed on site.

Compliance with county and/or state ordinance, taxes, and laws is the responsibility of participant. Confirmation with more information will be sent out upon receipt of registration.

Entry Deadline: Registrations after September 4, 2023 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.

Organization/Company: _____

Event Day Contact name: _____

Address: _____

Event Contact Phone (s): _____

Description of Organization: _____

Website: _____

Activity your organization will provide: _____

Would your organization be interested in doing a stage presentation: Yes _____ No _____

City/State/Zip: _____

E-mail: _____

Country/Culture represented: _____

Social Media sites: _____

Payment and Billing:

____ Enclosed is a check payable to Valleyfest

Bill my Credit Card: ____ Visa ____ MasterCard

Cardholder Name: _____

CC Number: _____

Exp. Date: _____ - Security Code: _____

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

Hold Harmless:

The vendor hereby agrees to abide by and conform to all rules and regulations adopted by the sponsors and promoter of the 2023 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 Culturefest 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 Aug. 31, 2023.

Visit www.valleyfest.org for more information



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