



CultureFest Booth/Vendor Guidelines & Registration September 21 & 22, 2024

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 21 and 11:00AM-4:00PM September 22, 2024
- One (1) eight-foot table will be provided, please bring your own awning and chairs.
- No food sales/samples from booths, Valleyfest is contracting with local food trucks.
- Set up is Friday, September 20, 12:00-5:00PM, Saturday, September 21, 7:00-9:30AM and Sunday, September 22, 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 the participant. Confirmation with more information will be sent out upon receipt of registration.

Entry Deadline: Registrations after September 8, 2024 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: _____ City/State/Zip: _____
 Event Contact Phone (s): _____ E-mail: _____
 Description of Organization: _____ Country/Culture represented: _____
 Website: _____ Social Media sites: _____
 Activity your organization will provide: _____
 Would your organization be interested in doing a stage presentation? Yes _____ No _____

Bill my Credit Card: ___ Visa ___ MasterCard
 Cardholder Name: _____
 CC Number: _____
 Exp. Date: _____ - Security Code: _____
***** A 3% fee will be applied to credit card purchases.**

Payment and Billing:

____ Enclosed is a check payable to Valleyfest

Hold Harmless:

The vendor hereby agrees to abide by and conform to all rules and regulations adopted by the sponsors and promoter of the 2024 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, 2024.

Visit www.valleyfest.org for more information



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