

COLONY DAYS 2018

JUNE 8 - 10

Food & Non-Food Vendors
Landscape/Farmer's Market Application
Downtown Pavilion Area
Friday; 11- 6pm, Saturday; 10 - 6pm, Sunday; 11 - 4pm

Business Name: _____

Name: _____ Palmer Business License #: _____

Address: _____

Phone: _____ Cell: _____

Email Address: _____ Fax: _____

Description of Product: _____

Will you be using a generator?* Y N (circle one) *generators must be 70 decibels or less

Vendor Fee (per standard space of 10ft x 10ft): \$125.00

Food Vendor Fee (per standard space of 10ft x 10ft): \$200.00, then \$15.00 per linear ft. for extra footage

Food Booths Only! Number of feet required:* _____ *minimum of 10 feet

Payment Information (initial deposit of 50% of total booth space rental charges due upon application):

Name: _____ Check #: _____ Amount: _____ Driver's License #: _____

*Credit Card #: _____ Expiration date: _____ Security Code (3 digit): _____

***(VISA & MASTERCARD ONLY - PAYMENT IN FULL IS DUE WITH APPLICATION)**

This agreement is entered into by and between Palmer Economic Development Authority (P.E.D.A.) and the vendor as named above. Upon submittal of this signed agreement, vendor certifies that they have agreed to follow all policies and procedures.

IN WITNESS WHEREOF, the parties have caused this lease to be duly executed, intending to be legally bound hereby as of the day and year of this agreement. Release and Agreement Not To Sue - Vendor releases and forever discharges Friday Fling, the City of Palmer, the Palmer Economic Development Authority, and the Greater Palmer Chamber of Commerce, its agents, employees, contractors and their successors in interest (hereinafter collectively referred to as "Releases") from all actions, suits, claims, demands and damages of every kind and nature, whether special, incidental, consequential or otherwise, mature or to mature in the future, arising out of or in any way connected with the relationship created by the Lease Agreement between Vendor and Friday Fling.

Form must be signed, dated & returned with payment 10 days prior to the events opening date with current Palmer Business License and DEC food permit (if applicable) attached to P.O. Box 2865, Palmer AK 99645.

Printed Name: _____ Signature: _____ Date: _____

Vendor Information

Dates: Friday, June 8 - 11am - 6pm
Saturday, June 9 - 10am - 6pm
Sunday, June 10 - 11am - 4pm

Vendor space(s) will be 10x10. Larger booths must rent additional space. Food booths will be placed in a food court area. **All booths are assigned.**

Vendor Set-up may begin at 8:00am for food vendors and 9:00am for non-food, set-up to be completed before 11am. Each vendor is responsible for his or her own method of display. Shelters should be sturdy and must be weighted against winds. The Market Coordinator may request that questionable shelters be removed. No tables or chairs will be provided for vendors. There are no electrical outlets for use by vendors. No vehicles may be driven in the vendor area between 10:30am and 6:15pm. Trucks, cars or vans are not permitted in spaces. Grass areas behind vendor spaces are not included in the rented space. The grass is not part of your space set-up, preparation, sales or storage area.

Vendor Parking will be very limited and is allowed in front of the Pioneer Home. No parking of vendor vehicles is allowed on South Colony, North Alaska, South Valley, E. Elmwood or in the Library Parking Lot.

Vendor Fees: \$125.00/10x10 booth space.

Food Vendor Fees: \$200.00/10x10 booth space, then \$15 per linear ft. for extra footage.

Vendor Take-down cannot occur before the close of the market, clean-up should be completed by 7pm. Vendors are responsible for cleaning their space, including the removal of all furniture, equipment, other property, trash and plant debris. Food booths are required to provide one lined garbage can for each space rented. All cans and debris are to be removed by the vendor. The vendor may be fined \$25 for failure to clean up their space.

Baked Goods/Grain products which include pastries, cookies, muffins, breads, pies, pastas and granolas must be prepared in accordance with all D.E.C. regulations. Vendors are responsible for contacting D.E.C. for their regulations. Copy of permits required must be provided to the Market Coordinator and displayed on booth.

Produce must be displayed at least 6' off the ground. Produce should be in reasonably clean condition. Vendors who wish to advertise their produce as organic must be certified under the USDA National Organic Standards Program (NOP).

Business Requirement/Sales Taxes are the responsibility of each vendor, including all aspects of sales and cash flow. All vendors must obtain a business license with the City of Palmer and collect the city sales tax. Vendors are responsible for payment of the tax to the City of Palmer. Applications and information are available at Palmer City Hall, 231 W. Evergreen Avenue. Vendors must provide the Market Coordinator with a copy of their license. Vendors are responsible for complying with all city, state and borough licensing requirements.

Safety requirements must be conformed to by all vendors. Vendors agree to keep any open flame, and other combustible material away from any canopy or covering, and to maintain an operable and appropriate fire extinguisher within the booth space. Further, Vendors will be responsible for insuring their tents, tables, inventory and other items located in their space area are securely anchored. Vendors remain solely responsible for any damages caused by items within their leased area and are encouraged to obtain liability insurance in sufficient amount to cover such potential damages.

Restrooms are located next to the Visitor's Center and maintained by the city. Vendors are asked to report any problems to the Market Coordinator.

Children are to be supervised by a parent or guardian, as the market is not responsible for childcare. Children, younger than 16, selling product should be supervised by a parent or guardian. Children who are disorderly or do not use their selling space properly will be asked not to return as vendors.

Pets are prohibited as per Alaska Statute 18 AAC 310. The only exceptions are seeing-eye dogs or dogs for the hearing impaired. No live animals may be sold or displayed at the Colony Days.

Smoking is not allowed on the Colony Days lot. The use or distribution of alcohol, drugs, or any illegal substance is prohibited.

Liability for vendors and their designees is the sole responsibility of the vendor. The Greater Palmer Chamber of Commerce and the Palmer Economic Development Authority/Friday Flings assume no liability whatsoever.