

**65th Annual  
McCleary 2<sup>nd</sup> Growth & Bear Festival  
July 12-14, 2024  
Vendor Application – 2024**

Complete application and return with check made payable to:  
McCleary Bear Festival  
PO Box 408  
McCleary, WA 98557

Vendors will be in Beerbower Park located at 100 S 3<sup>rd</sup> Street in McCleary

**Hours of Operation for all vendors ~ Friday 1-7, Saturday 10-7, Sunday 10-4**

**You can open early and close late but you MUST be open during all hours of operation.**

**Those that open late or tear down/condense early will NOT be allowed to participate in future events.**

Questions? Please email us at [mcclearybearfestival@gmail.com](mailto:mcclearybearfestival@gmail.com).

3 Day Event Fee – You must be able to participate all 3 days: Please select type of vendor and fill out applicable information on the following pages.

Non – Profit 10x10 space \$50 (must provide tax id #) \_\_\_\_\_

Vendor Booth Space:(  ) 10x10 \$100 (  ) 10x20 \$200

Food Vendor \_\_\_\_\_

\$100 to reserve a 10x10 space                      \$200 for a 10 x 20 space

All vendor applications will go through a selection process to make sure we have a wide variety of businesses. Returning vendors will be given preference but are not guaranteed a spot. Those that break rules will not be invited back. All applicants will receive an email letting them know if they were accepted as a vendor. **Your sandwich boards, displays, overhangs, etc. must fit within your designated space assigned to you.**

Deadline: Completed application and payment must be received to be considered for a spot. **Food vendor deadline is June 1<sup>st</sup>**. All other vendors will be accepted until **July 1<sup>st</sup> or full**. You will not be considered for a space until your application is complete & your payment is received in full.

All food vendors and those doing food samples are responsible for getting all required health permits from the Grays Harbor County Health Department. No refunds will be given for failure of getting health permits.

Set up time for all vendors: Friday, July 12, 2024 – 8:00 am to 1:00 pm. Please check in at the information booth in front of City Hall where you will be given your booth location.

**PLEASE NOTE:** Vendor parking is in the Park and Ride lot behind the Shell Gas Station or streets surrounding. Do not leave your vehicle parked on Summit Road by the park; this area is for loading or unloading ONLY!

**Arts & Crafts & Commercial Vendor – Hours of Operation**

Friday: 1:00 pm- 7:00 pm (later at will)

Saturday: 10:00 am – 7:00 pm (later at will)

Sunday: 10:00 am – 4:00 pm

**Art/Crafts & Independent Distributors**

(please print clearly to avoid delay)

Business/Organization Name \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Contact Person \_\_\_\_\_

Secondary Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing address \_\_\_\_\_

Please provide the following information if **it is applicable to your business:**

Washington State Uniform Business Identifier, UBI (required) \_\_\_\_\_

Business Name (on insurance policy) \_\_\_\_\_

Insurance Company & Policy Number \_\_\_\_\_

**Please list ALL items you will be selling.** Please attach an additional page(s) if needed.

This information may be used to grant product exclusivity and will be the only product(s) permissible to vend.

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**110v Electricity is available on a limited basis and is not guaranteed. Do you need electricity?** \_\_\_\_\_

**If so, what for?** \_\_\_\_\_

Have you been a McCleary Bear Festival vendor before? \_\_\_\_Yes \_\_\_\_No

If yes, what year(s)? \_\_\_\_\_

# Food Vendor

**Food Vendor – Hours of Operation**  
Friday 1:00 pm – 7:00 pm (later at will)  
Saturday 10:00 am – 7:00 pm (later at will)  
Sunday 10:00 am – 4:00 pm

Business/Organization Name \_\_\_\_\_  
Email \_\_\_\_\_  
Website \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Secondary Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Mailing address \_\_\_\_\_  
**Washing State Uniform Business Identifier, UBI (required)** \_\_\_\_\_  
**Business Name (on insurance policy)** \_\_\_\_\_  
**Insurance Company & Policy Number** \_\_\_\_\_

***CERTIFICATE OF LIABILITY INSURANCE to accompany application***

Please list ALL items you will be selling. Please attach an additional page if needed or attach menu if available.

This information may be used to grant product exclusivity and will be the only product(s) permissible to vend.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Circle your Food Category:** Beverage    Dessert    Entrée    Snack Foods  
Food Type: (American, Thai, Greek, Mexican, etc.) \_\_\_\_\_

**Will you be barbecuing or cooking with an open flame?** ( ) Yes ( ) No

If your booth is a trailer, please provide detailed dimensions of your trailer:

Length (trailer hitch to end of trailer) \_\_\_\_\_ Width \_\_\_\_\_

Information/concerns we may need to know about (examples: need more room for storage; *fees may apply*, as space is limited):

\_\_\_\_\_  
\_\_\_\_\_

**Do you require water?** \_\_\_\_ Yes \_\_\_\_ No

**Do you require electricity?** \_\_\_\_ Yes \_\_\_\_ No

**Can you provide your own generator?** \_\_\_\_ Yes \_\_\_\_ No

**Generator must be approved before use** (generators must be placed on a hard surface: concrete, gravel or plywood)

Type of Electrical Hookup needed:

110v 20 amp circuits \_\_\_\_ 220v circuit \_\_\_\_ Total booth amperage draw \_\_\_\_\_ amps

*McCleary City Hall rents out 240 volt twist lock adaptors for \$75 deposit for the weekend. Deposit will be refunded upon adaptor return. Please call to reserve your adapter in advance due to McCleary City Hall shortened hours (8:00 am – 1:00 pm) Friday, July 12<sup>th</sup>.*

*McCleary City Hall (360) 495-3667*

# Rules and Regulations **(Please initial each)**

\_\_\_\_\_ Previous vendors are not guaranteed a space at future events. New vendor applications will be accepted until full. We highly encourage you to apply early and we will work from our waiting list to fill all spaces.

\_\_\_\_\_ Vendor's booth assignments will be assigned by the Board/Vendor Chair. *(Returning vendors are likely to get the same space as previous years, but this IS NOT GUARANTEED)*

\_\_\_\_\_ **No vendor shall assign or sub-lease any part of their concession or vendor will forfeit any and all rights to their area.**

\_\_\_\_\_ Misrepresentation of completed application may result in forfeiture of reserved space at the Bear Festival.

\_\_\_\_\_ **No refund for cancellations if notice is not received by Friday, June 7, 2024, unless the Bear Festival must change dates or cancel entirely.**

\_\_\_\_\_ The McCleary Bear Festival provides no extra equipment, i.e. tents, tables, chairs, etc.

\_\_\_\_\_ Set up will be on **Friday, 7/12/24, from 8 am – 1 pm**. Please come to the McCleary Bear Festival information booth to check in, get your booth space assignment and get answers to any questions. You CAN NOT set up until check in is completed on Friday. **Any vendor that breaks down or condenses their booth prior to 4 pm on Sunday will not be invited back.**

\_\_\_\_\_ All sites are to be cleaned and garbage put in dumpster at the end of the festival clean up on Sunday. If any garbage remains after vendor leaves, vendor will be fined and not invited back. Vendor is also responsible for cleanup of booth space at the end of each day.

\_\_\_\_\_ There is **ABSOLUTELY no camping or staying overnight at the park, this includes in your booth or in the parking lot.**

\_\_\_\_\_ Vendors shall accept total responsibility for their exhibit area with regards to safety, fire, theft, accident or injury to themselves or the public.

\_\_\_\_\_ The McCleary Bear Festival and City of McCleary, WA assumes no responsibility for any property brought onto the premises. This agreement releases the above parties and their agents from liability because of any loss or damage to such property, whatsoever the cause.

\_\_\_\_\_ I understand that condensing or tearing down my booth early will result in not being invited back.

\_\_\_\_\_ I understand that my booth must be manned during the show hours, no unmanned booths.

\_\_\_\_\_ Tax Information: Sales tax in McCleary, WA is 8.9% (subject to change). It shall be the individual vendor/exhibitor's legal responsibility to collect and report such tax as appropriate.

Indemnification and Agreement: In consideration of the acceptance of this application, the applicant named hereon agrees to indemnify, defend and hold harmless the McCleary Bear Festival, the City of McCleary, Grays Harbor County, their respective officers, employees, agents and volunteers from any loss, damages, expenses or injury, together with reasonable attorney fees to persons and/or property caused by or connected with the operation and/or behavior of applicants unit in connection with festival activities. Vendor agrees to provide a Certificate of Insurance for public liability coverage of not less than \$1,000,000.00 per occurrence for bodily injury and property damage liability (if applicable to their business). State, City, County and local school districts are exempt from the Certificate of Insurance requirement. It is understood the above listed agencies are insured through their respective agency. Proof of Insurance and Food Handler permits required. Vendor agrees to accept full responsibility for the quality of any and all goods sold by the vendor and/or the vendors' organization at the McCleary Bear Festival. Vendor agrees to be open for business during the Festival hours all three (3) days of the festival.

I \_\_\_\_\_ (vendor), wish to participate in the McCleary Bear Festival on July 12, 13, and 14, 2024. I have read and agree to the rules outlined by the association.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization/Business