

**63rd Annual
McCleary 2nd Growth & Bear Festival
July 7-9, 2023
Vendor Application – 2023**

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 3rd 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 MUST be open during all hours of operation**

Questions? Please email us at 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. We only approve 2-3 of any like kind of business to make sure we have enough variety. 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. Vendors will be accepted until full. Your application will not be considered unless it is complete & has payment attached.

Set up time for all vendors: Friday, July 8, 2022 – 8:00 am to 1:00 pm.

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.

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

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

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. As long as it is returned, you will get your deposit back. Please call to reserve your adapter in advance due to McCleary City Hall shortened hours (8:00 am – 1:00 pm) Friday, July 7th.

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 not received by Friday, June 2, 2023. Unless the Bear Festival has to change their dates or cancel entirely.**

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

_____ Set up will be on **Friday, 7/7/23, 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 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 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 7, 8, and 9, 2023. I have read and agree to the rules outlined by the association.

Signature

Date

Organization/Business