

# Lake Chelan Creative Arts Festival

## Artist Venue Booth Contract

PO Box 627, Chelan, WA 98816 Phone 425-351-8620

**SUBMISSION DEADLINE: June 15, 2018**



<b>This Agreement is made and entered into by and between the Lake Chelan Arts Council/Fine Arts Festival (hereinafter referred to as "LCAC/FAF") and Artisan Name or Business name (hereinafter referred to as vendor)</b>						
Last Name			First name			
Business Name						
Mailing Address						
City			State		Zip	
E-mail			WA Sales Tax ID #			
<b>Booth Selection</b>		<b>Please check appropriate items</b>				
<b>Booth Size</b>	10x10 \$175.00	10x15 200	10X20 \$225.00	Corner 10X20 \$250.00	Yes Electricity \$25.00	
<b>Fees must be included with application and made payable to LCAC/FAF</b>					<b>Amt. Enclosed</b>	
<b>Special Requests</b>						
<b>Please Note: Specific request will be taken in to consideration but cannot be guaranteed</b>						

**Please send completed contract and booth fee to: Lake Chelan Arts Council, PO Box 627, Chelan, WA 98816**

## 2010 Lake Chelan Fine Arts Festival

### POLICIES AND PROCEDURES.

The Lake Chelan Fine Arts Festival is a multi-dimensional event with Fine Arts and Crafts and Traditional Arts and Crafts venues, children's activities, food vendors, and live entertainment'

#### SET UP

Set up begins at 6:30 am on Friday, August 20 and must be completed by 11 am. Traffic in this area is highly congested during set up. PLEASE remove all items from your vehicle immediately and then move the vehicle to an approved parking site before you begin organizing your booth space. Break down begins at 3 pm on Sunday, August 22. Vehicles will not be allowed into the event area between 11am on Friday, August 20 until 3 pm on Sunday, August 22. If additional set up time is need please contact event coordinator and/or make note on your application.

#### Hours:

The Festival hours are: Friday, 12 noon - 8 pm, Saturday, 10 am - 8 pm and Sunday, 10 am - 3 pm. The mandatory vendor hours are: Friday 11am (health & other inspections) – 8 pm, Saturday 10 am - 8 pm, and Sunday 10am – 4 pm. You may stay open longer if you so choose on Friday & Saturday.

#### Parking:

You are strongly urged to park your vehicles/trailers in all day free parking lots within a 1–3 block distance. The City of Chelan monitors and enforces 2-hour parking spots for our downtown and Fine Arts Festival "customer" parking. Vendors will be responsible for any parking fines received.

#### Safety Issues:

1. The Chelan Fire Department will make checks during the Festival. If you have any flammable material you will be required to have a fire extinguisher.
2. Food booths will be inspected by the Chelan Douglas Health Department. The will health and safety inspections will began at 11:00 am. Booths must meet all health and saftey requirements as determined by the health department.
3. Vendors shall not open and operate their booth if they are under the influence of any drugs or alcohol. Consumption of any alcoholic beverages at any time during fair hours is also prohibited.

#### Fees:

Booth cost includes rental of space only, access to power is available for an additional fee. Power is available but vendors must provide a 12 gauge extension cord and proper "covering" to reach actual power source. For insurance reasons, if safety concerns arise with your set, up you may be asked to stop serving and close your booth until problem is fixed.

#### Booth Requirements

1. Booths must be covered and may be left up overnight but at the sole risk and responsibility of the participant. Products left in the booth is the sole responsibility of the vendor.
2. Vendors agree to set up booth within restricted boundaries as establish by the Fine Arts Festival. Chairs and portable displays items may not extend beyond the booth boundaries.

#### Other

No pets, loud music or offensive odors are allowed.

**Please keep this page for your reference and return application only.**

Contact Information: Lake Chelan Fine Arts Festival PO Box 2060, Chelan, WA 98816 E-mail: lakechelanarts@yahoo.com Website: <http://www.lakechelanartscouncil.com>  
Contact Person: Mary Couchee



