

STREET MARKET VENDOR APPLICATION

Memorial Day Weekend

Corner of 5th and Hwy 101/Chetco Ave on Frontage Road

Set up - Friday, May 24th, 6 pm - 8 pm

Open Saturday, May 25th, 9 am - 6 pm, Sunday, May 26th, 10 am - 4pm

Contact: azaleafestival@brookings.or.us

Phone: 541-469-1102



IMPORTANT!

Early Bird Deadline, Jan 31st
Last Day to apply, May 1st
Insurance Cert due by May 1st

Applications WITH payment must be mailed to:

City of Brookings
 898 Elk Drive
 Brookings, OR 97415

Payment due with application

Make checks/money orders payable to City of Brookings

Vendor space assignments will be posted on our website May 15th with additional set-up instructions. You will be emailed a link to access this information.

All vendors are required to submit an Insurance Certificate of Liability listing the City of Brookings as a Certificate Holder, due no later than May 1st. Failure to provide will bar you from participating. You or your insurance company may email the certificate to:

azaleafestival@brookings.or.us

This application for Merchandise and Information Vendors only.

All on-site food/beverage preparers use the STREET MARKET FOOD VENDOR Application. Non Profits use NON-PROFIT VENDOR Application.

General Information: The Azalea Festival features three full days of events that take place throughout the community. The events include a Friday Night Dance Party, Saturday Parade, Saturday Concert, and Sunday Family Fun Day. Learn more on our website at: azaleafestivalbrookingsoregon.com. This is a rain or shine event with the Street Market moving to the Azalea Middle School where we have indoor spaces and covered outdoor area if needed. It is very rare that we are forced to move indoors or under the covered areas. No refunds for inclement weather.

Space Sizes:	12x12, no power	\$100
	12x12, power	\$125
	12x24, no power	\$200
	12x24, power	\$250

Electricity is limited and is assigned based on date of application, insurance and payment received. Food vendors are given first priority.

Space area is limited. To encourage you to apply early, we offer \$25 off for vendors who apply **and** pay by Jan 31st. Envelopes must be postmarked no later than Jan 31st. Bounced checks will be charged a \$25 fee. Cancellations **must** be received before March 30th and will be charged a \$25 cancellation fee.

_____ Merchandise - briefly describe your products: _____

_____ Informational - briefly describe your products: _____

Your Name _____

Business Name _____

Daytime phone _____ Cell Phone: _____

Mailing Address _____

City, State, Zip _____

Email _____

Space Requested: Must indicate space size desired	12x12, no power	\$100	12x12, power	\$125	You are required to stay within your provided space
	12x24, no power	\$200	12x24, power	\$250	

DISCLAIMER: I agree to protect and hold harmless, the City of Brookings, the Brookings-Harbor School District, and any and all business or property owners located in the area of the Azalea Festival Street Market and their successors, representatives and assignees, for any injuries, accidents or losses suffered while participating in the Azalea Festival Street Market. I have read the attached Terms of Entry and the above and agree to be bound to them.

Date: _____

Applicant Signature Required



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Terms of Entry for all Vendors:

- There is no overnight camping. Please contact local RV parks and motels for reservations.
- Vendors provide their own tent and display furniture.
- No early takedowns. If you takedown early, you run the risk of being band from future Street Markets.
- We may experience coastal fog and drip; bring something to cover your items.
- All belongings must be inside your tent at night, covered and secured. Zippered tent sides are recommended!
- Vendor spaces will be on asphalt therefore; all tents must be weighted. There can be wind in the afternoon therefore a properly weighted tent is required. Tent weights strapped to each leg or heavy weights that slide over each leg are great options. 40lbs per leg is a great rule of thumb at any outdoor venue.
- Overnight patrols provided on Friday and Saturday nights; however, we cannot guarantee your booth will be free from theft or damage.
- No pets allowed in your booth (service dogs are excepted).
- Running water is not provided.
- Vendors are required to monitor and keep their spaces clean of spills and trash.
- Merchandise that has the potential to create a nuisance, such as string-shooters, bomb bags or water guns are prohibited to be sold. The Azalea Festival Committee reserves the right to prohibit the sale of such items.
- Firearms and controlled-substance paraphernalia are not permitted for sale or raffle.
- All space assignments are final.
- By participating you authorize any party to produce videos, take pictures & record sound in connection with promotion of the Azalea Festival. Further, you assign and transfer your right for use and publishing electronically or in print.
- VENDOR agrees to use and pay for space as described and stay within their assigned space. All space assignments are final.
- VENDOR agrees to accept space assigned and will not sublet to anyone else.

On-Site prepared FOOD VENDORS:

- Only food/beverage specified on your application form may be sold.
- VENDOR agrees to use qualified labor at all times.
- VENDOR will dump trash cans in dumpster only.
- All pertinent laws, ordinances and regulations pertaining to health and public safety shall be strictly observed.
- VENDOR shall have appropriate license, insurance and local health department permit.

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