

NON-PROFIT VENDOR APPLICATION

Memorial Day Weekend



LOCATION: Chetco Ave on Frontage Road

Set up - Friday, May 22nd, 6 pm-8 pm or
Saturday, May 23rd, 7:30 am-8:30 am – NO EARLY/LATE SETUP

Market Open Saturday, May 23rd, 9 am-6 pm, Sunday, May 24th, 10 am-4pm

Contact: azaleafestival@brookings.or.us
Phone: 541-469-1102

This application for Non-Profit Vendors ONLY

12 non-profit vendor spaces will be available at the Street Market on Frontage Road. Vendor space fee will be \$75. Application and fees must be received by March 1, 2026. Non-profit vendors must have their space manned during the Street Market hours.

General Information: The Azalea Festival features three full days of events that take place throughout the community. Learn more 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 a covered outdoor area if needed. It is rare that we are forced to move indoors or under the covered area. No refunds for inclement weather.

Non-Profit Space Size: 12x12, no power \$75

IMPORTANT!

**Last Day to apply, March 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

You will receive a confirmation email of your acceptance within 14 days of submittal. Non-Profit vendor space assignments will be emailed the week of the event.

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 is a wonderful opportunity to engage the public and promote your non-profit organization.
Spaces are limited, to ensure your space, submit your application early!***

____ Merchandise - briefly describe your products: _____

____ Informational - briefly describe your products: _____

____ Raffle? Games? Activity? _____

Your Name _____

Non-Profit Name _____

Phone _____ Email _____

Mailing Address _____

City, State, Zip _____

DISCLAIMER: I agree to protect and hold harmless, the City of Brookings, the Brookings-Harbor School District, the Elks Lodge and any and all business or property owners involved in the Azalea Festival and their successors, representatives and assignees, for any injuries, accidents or losses suffered while participating in the Azalea Festival. 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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Vendor Terms of Entry - Please read completely:

- There is no overnight camping. Please contact local RV parks and motels for reservations well in advance.
- Vendors provide their own tent and display furniture.
- No early takedowns. If you takedown early, you run the risk of being banned 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!
- No tent staking. All tents must be weighted. Expect some 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. 40 lbs per leg is a great rule of thumb at any outdoor venue. Vendors must be physically able to erect tent and set up. We cannot provide help. NO on-site water available. **COME PREPARED.**
- An overnight patrol will be provided Saturday; however please do not leave any valuables, we cannot guarantee booths will be free from theft or damage.
- No pets allowed in your booth (except service dogs).
- Vendors are required to monitor and keep their spaces clean of spills and trash.
- Merchandise/Give-aways that has the potential to create a nuisance, such as string-shooters, bomb bags or water guns are prohibited. The Azalea Festival Committee reserves the right to prohibit the sale of such items.
- Firearms, alcohol and controlled-substance paraphernalia are not permitted for sale or raffle.
- Vendor cannot elect to add merchandise categories not listed on application.
- 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. Space assignments are final.
- VENDOR agrees to accept space assigned and will not sublet to anyone else.

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