

# NAVAJO NATION FAIR 2018



"Honoring The Dine Way Of Life" #1868

COMPANY: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

**PRODUCT & BOOTH INFORMATION:**

1. Have you exhibited or sold at the Navajo Nation Fair within' the past three years?  
If so, under what name and business?

Name: \_\_\_\_\_

Business: \_\_\_\_\_

2. Please list electrical equipment to be utilized during event.  
(example: stereo, TV, computer, etc...)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

3. Please enclose product list with prices.  
Application will be considered incomplete without list. See Page 3.  
4. Utility services needed:  
Water: \_\_\_\_\_ Sewer: \_\_\_\_\_  
Electricity: \_\_\_\_\_ 120W: \_\_\_\_\_ \*140W: \_\_\_\_\_  
(To be wired by NPRD Staff)

**VENDOR MUST INITIAL IF IN AGREEMENT:  
IF NOT AGREED TO APPLICATION WILL BE INCOMPLETE.**

- \_\_\_\_\_ Pay in FULL, *Holding Deposit* in Money Order form payable to NAVAJO NATION with application.
- \_\_\_\_\_ Pay booth fee balance in full with Money Order payable to NAVAJO NATION by August 17, 2018 and proof of insurance.
- \_\_\_\_\_ Insurance is required to complete application; requirements are \$1,000,000. General Liability/ \$2,000,000 aggregate and Navajo Nation as named additional insured.
- \_\_\_\_\_ Vendor will receive one (1) parking pass and (3) Admission Passes for the duration of the Navajo Nation Fair. (Only vehicle with parking pass is allowed to park in assigned parking location.)

BY SIGNING, YOU UNDERSTAND AND AGREE TO ABIDE BY ALL RULES AND REGULATIONS OUTLINED ON THIS APPLICATION:

**EARLY BIRD ENDS JULY 27, 2018**

CONCESSION/EXHIBIT FEE					
X	LOCATION	EARLY BIRD	FEE	HOLDING DEPOSIT	FEE DUE
	MIDWAY**	\$600.00	\$700.00	\$100.00	\$
	NAVAJO PAVILION	\$600.00	\$700.00	\$100.00	\$
	RODEO	\$900.00	\$1,000.00	\$100.00	\$
	POW WOW		\$300.00	\$100.00	\$
	NAKAI HALL 8'X10'		\$250.00	NO DEPOSIT REQ'D	\$
	NAKAI HALL 8'X20'		\$400.00	NO DEPOSIT REQ'D	
TOTAL					\$
OFFICE USE ONLY					
HOLDING DEPOSIT RECEIVED		DATE:	INITIAL:	\$	
PAYMENT RECEIVED		DATE:	INITIAL:	\$	
BALANCED RECEIVED		DATE:	INITIAL:	\$	

\*\* ALL SPACES ALONG THE MIDWAY ARE OUTLINED 10'X10' WITH 6' SPACE IN BETWEEN

SPACES IN RODEO GROUNDS ARE OUTLINED 10'X15'  
HOLDING DEPOSIT MUST BE ENCLOSED WITH APPLICATION.  
- DEPOSIT WILL BE APPLIED TOWARDS FEE.

FEE MUST BE PAID IN FULL BY **AUGUST 17, 2018**. WITH INSURANCE AND MONEY ORDER PAYABLE TO: **NAVAJO NATION**

**ALL FOOD VENDORS ALONG THE MIDWAY AND RODEO GROUNDS WILL BE ASSIGNED SPACES 10 FEET AWAY FROM BUILDING STRUCTURES TO PREVENT FIRE HAZARD**

Vendor Signature

Date

[www.NavajoNationFair.org](http://www.NavajoNationFair.org)

P.O BOX 2370  
WINDOW ROCK, AZ 86515

p-(928) 871-6478  
f-(928) 871-6637



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**APPLICATIONS ARE TO BE APPROVED BASED ON COMPLIANCE OF RULES AND REGULATIONS**

**CANCELLATIONS:** A cancelled application for any reason will forfeit fees paid.

**HOLDING DEPOSIT:** Deposit is transferable to booth fee. NO PERSONAL CHECKS, Money Order only. Payable to: Navajo Nation

**BALANCE:** Must be paid in full by August 17, 2018. If deadline is not met vending, space will be forfeited to the next vendor on waiting list who has full payment.

**VENDOR INSURANCE:** Vendor agrees to indemnify the Navajo Nation and the 72nd Annual Navajo Nation Fair against claims for damages to persons or property resulting from the actions of the Vendor. Vendor hold harmless the Navajo Nation from any loss, damage or expense whatsoever from any and all claims and/or demands arising from accidents occurring on the premises of the Navajo Nation, Navajo Parks and Recreation, Navajo Nation Fair Office. A copy of your Certificate of Insurance is required upon submittal of application and deposit. Commercial General Liability \$1,000,000 and Aggregate \$2,000,000. Navajo Nation is to be added as additional insured. A copy of insurance coverage for vehicle insurance and golf carts is required for use on the fairgrounds.

**INDEMNIFICATION:** All vending is an at-risk business in which sales are not guaranteed, any loss in profit, expenses, ect. will not be covered by Navajo Nation, Navajo Parks and Recreation, Navajo Nation Fair Office. **Vendor agrees to indemnify and hold harmless the Navajo Nation from any loss, damage, personal or bodily injury to person or property whatsoever from any and all claims or demands arising out of any incidents that occur on the premises of the Navajo Nation Fairgrounds and/or caused by the actions of the vendor.**

**FOOD VENDORS:** To comply with inspection completed by NAIHS, DOH, Safety & Loss, NN Fire Department; All Food Vendors with open grills/ovens/fryers flammable equipment will be assigned spaces 10 feet away from any building structures to prevent fire hazards. All workers will have Navajo Nation food handler's cards visibly posted at all times. Grease Traps are located north of Navajo Pavilion and will be used to properly dispose of all fat/oil/grease. Unauthorized disposal will not be allowed. Navajo Pavilion are to utilize grease traps to avoid clogs in the drainage systems; continuous unclogging of a drain will be cause for eviction of rental space.

**GENERAL INFORMATION:** Upon entering the fairgrounds, check-in is required with the Fair Office to receive space assignment and concession/exhibitor's packet. Please call Navajo Nation Fair Office (928) 871-6478 for more information

**HOURS OF OPERATION:** The 72nd Annual Navajo Nation Fair opens Monday, September 3, 2018 and ceases, Sunday, September 9, 2018.

Date	Mon. - Sept. 3	Tues. - Sept. 4	Weds. - Sept. 5	Thurs. - Sept. 6	Fri. - Sept. 7	Sat. - Sept. 8	Sun. - Sept. 9
Rodeo	8am - 5pm	8am - 11pm	8am - 11pm	10am - 12am	7pm - 9pm	1pm - 9pm	12pm - 2am
Midway			10am - 12am	10am - 12am	10am - 12am	10am - 12am	10am - 10pm
Navajo Pavilion			10am - 12am	10am - 12am	10am - 12am	10am - 12am	10am - 10pm
Nakai Hall			10am - 6pm	10am - 6pm	10am - 6pm	10am - 6pm	10am - 4pm
Pow Wow					10am - 12am	10am - 12am	10am - 8pm

**SET UP SCHEDULE:** Vendors are allowed to move into spaces between August 31, - September 2, 2018 between the hours of 8AM and 5PM. In the event the exhibitor/concessionaire fails to occupy their booth or space by 5PM September 3, 2018 the Navajo Parks and Recreation, Navajo Nation Fair Office will forfeit your application and assign booth/space to next on the waiting list. No REFUND of payment(s) made of space. During move in please DO NOT PARK vehicles along established Fire Lanes along the Midway, Rodeo Grounds, in and around all buildings. This will apply throughout the duration of the fair. Vehicles in violation will be towed without warning at the owner's expense.

**BUILDING & STRUCTURE:** The Navajo Parks and Recreation, Navajo Nation Fair Office staff will not build self-contained booths, NO Exceptions. All concessionaires/exhibitors will supply their own materials and appliances. **Activities must be confined to the space assigned to each concessionaire/exhibitor and will not infringe on other vendor space or established fire lane.** All portable and temporary structures are to be constructed arranged, maintained and operated to avoid unseen danger to the lives and safety of its occupants and fair patrons. All structures must be made of fire resistant materials. Concession trailers are approved as designed specifically for food vending. All units shall be skirted on all sides, including the hitch to keep debris from gathering underneath the unit. All vendors are prohibited from operating and extending their activities into the midway or walkways to keep fire lanes unobstructed. All electrical outlets are for use to operate booths. A limitation of electrical appliance will be enforced to eliminate electrical shortage for all vendors. Vendors are not allowed to utilize outlets for personal motor homes/trailers, a camping permit can be purchased and parking is designated in specific locations.

**EQUIPMENT:** Machinery in motion must be located safely inside exhibitor's space with adequate safeguards. Limitation on the number of appliances to one (1) refrigerator and one (1) freezer due to electrical overload.

**CHECK OUT:** All vendors during the 72nd Annual Navajo Nation Fair must remain open until closing of event on Sunday, September 9, 2018

**The Navajo Nation Fair Office reserves the right to reject concessionaires/exhibitors if the above restrictions are not observed and if the concession will be hazardous or dangerous to other concessionaires/exhibitors and the public**

*The information gathered for this packet has been compiled to serve as a guide. The Navajo Nation Fair Office assumes NO responsibility for errors or omissions. Any questions about prevailing statute, code or rules and regulations of any prevailing government body should be directed to the appropriate agency. It is recommended that children not be allowed to accompany while setting up before, during and tearing down after the fair. The potentially hazardous conditions during these periods require special concern for safety and liability.*

**NAVAJO PREFERENCE SHALL APPLY**

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