



## Payment Policy

- Event fees are due **within 14 days** of the invoice being emailed to the applicant.
- If payment is not received within 14 days, your application status will change to “**wait list**”. Should a space become available, a GCIDFF team member will contact you directly.
- **All vendor fees are non-refundable** unless the festival is canceled due to weather or unforeseen circumstances.
- Nonprofit organizations participate free of charge. Space and booth size will be allocated based on availability and order of registration.

## Logistics Information

- An email with **event maps, set-up/load-in/load-out instructions, and other important details** will be sent approximately **one week before the event**.
- The GCIDFF Vendor Team will assign booth locations in advance. Assignments are final and **will not be altered to accommodate vendor requests**.
- Vendors are required to **remain set up for the entire event**. Breaking down early is **not permitted**. Vendors must bring enough product for the full duration of the event.
- Breaking down early without approval may result in **permanent exclusion from future events**.
- All major lights will be turned **off at 10:15 PM** for the aerial fireworks show (10:20—11:00 PM). Vehicles may access the grounds for load-out **under staff supervision** after the show concludes and attendees have safely left the grounds.
- Vendors must provide their **own fire extinguisher**.



## 2026 Vendor Rules & Regulations

### Set-Up & Tear-Down

- **Thursday, July 3:** 3:00 PM – 9:00 PM
- **Friday, July 4:** 8:00 AM – 12:00 PM
- **Tear-down:** No earlier than 10:30 PM

### Vendor Space & Booth Specifications

- Vendor spaces are **12' × 10'** or **12' × 20'** unless additional space is purchased and approved.
- Each space includes **display and storage area only**; displays may **not extend beyond your assigned space**.
- Vendors must provide their **own tables, chairs, and tents**.
- Tents must be **weighted with a minimum 20 lbs per leg**; **no staking** allowed.
- Vendors are responsible for **cleanliness, safety, security, and insurance** of their property.
- Vendors must **remove all trash, chemicals, hay/straw, ashes, grease, or other materials** from the grounds. Areas at risk of dripping, spilling, or staining must be **protected with coverings**.
- Vendors must comply with **Idaho State sales tax regulations** and submit an **Idaho ST-124 Tax Declaration** to ICP.

### Fees & Space

- **\$50** for a 10' × 12' area
- **\$75** for a 20' × 12' area
- Each booth includes **one designated vendor parking spot**.
- Assigned spaces will be mapped one week prior to the event.



## Parking, Unloading & Loading

- Vendors are guaranteed **one parking spot** in the designated vendor area.
- Vendors with trailers must **disconnect trailers from vehicles** and park within their assigned booth space.
- **Vehicles are prohibited** outside designated roads and parking areas during the event except during **approved set-up and tear-down** and under **Vendor Team supervision**.

## Insurance Requirements

- **Ready-to-eat food vendors** must provide proof of liability insurance.
- Vendors deemed high-risk may be required to list **Gem County Family Festival, Inc.** as an **additional insured**.
- Vendors not deemed high-risk must sign a **Hold Harmless Liability Waiver**.

## Food Vendor Requirements

- Must complete the **Southwest District Health Department Application** and be approved.

## Power & Electricity

- Electricity is **not guaranteed**.
- If bulk power is provided, vendors may be required to use it instead of personal generators (at no cost) to reduce noise and emissions.
- **Battery-powered lighting** is highly recommended.
- Generators require **GCIDFF approval** and must meet **all safety requirements**. No generators directly on the grass. There must be adequate protection between the grass and generator.

## Prohibited Items & Activities

- Duplicate vendors selling the same items may be denied.
- **Alcohol, tobacco, cannabis, marijuana, and related paraphernalia** are strictly prohibited.
- Sale of **counterfeit or bootlegged merchandise** is prohibited.
- **Contraband and dangerous items** are prohibited.



## Vendor Selection

- GCFF reserves the right to **approve or deny vendors** based on event needs.
- Submission of an application does **not guarantee acceptance**.
- GCIDFF, operating as a 501(c)(3), **does not support or oppose political campaigns**; political campaign-based vendors are **not permitted**.

## Vendor Conduct & Behavior

By submitting an application, you agree to:

1. Treat all festival participants, vendors, staff, and guests with **mutual respect and dignity**.
2. Maintain a **harassment-free environment**.
3. Understand that violation of these policies may result in **removal from the event without refund** and exclusion from future events.
4. Vendors and vendor staff must not be under the influence of alcohol or drugs at any time during the event.

***Rules are subject to change. Vendors will be notified of updates as necessary.***