



Athol Daze Celebration

Saturday, August 10th, 2024

Space# _____
(City Use Only)

VENDOR/FOOD BOOTH APPLICATION

Location of Event: Athol City Park, 30355 N. 3rd Street, Athol, ID 83801

Mailing address: City of Athol, POB 249, Athol, ID 83801

APPLICATIONS MAY NOT BE ACCEPTED AFTER AUGUST 1st, 2024

This year's theme: "Athol Roots & Cowboy Boots". Please decorate your booth to help us celebrate.

Name of Business: _____

Contact Name: _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____ Zip: _____

Description of booth/display; Attach photo(s) of booth. (show hitches, awnings, and door locations).

What will be sold? (attach or list below. NOTE: we do not monitor duplicates) _____

Are you a returning vendor from a previous year? Yes No Year(s) _____

Please check boxes (below) that apply to your event accommodations. 1-day event fees (Saturday).

- | | | | |
|--|----------------------------------|----|----------------|
| | 1 Booth Space | or | 2 Booth spaces |
| <input type="checkbox"/> 10 x 15 Vendor Booth Fee (Food) Box Truck or Trailer ----- | \$35.00 | | \$70.00 |
| | (circle one) | | |
| <input type="checkbox"/> 10 x 15 Vendor Booth Fee (Craft/Sales/Businesses) ----- | \$25.00 | | \$50.00 |
| <input type="checkbox"/> 10 x 15 Booth Fee (Non-profit selling, or political) ----- | \$15.00 | | \$30.00 |
| <input type="checkbox"/> 10 x 15 Booth Fee (Non-profit/religious, no sales-info only; No businesses) ----- | No fee | | |
| | Total Booth Fee: \$ _____ | | |

ADDITIONAL FEES (if applicable): -----

Electricity: (NOTE- No 220 Available)

- \$25.00 for (120v/20 amp)
Number of 20 amps needed _____ x \$25.00
- \$15.00 for (120v/10amp) Craft/Sales, NO Food Vendors
Number of 10 amps needed _____ x \$15.00

Amperage will be checked and monitored.

**** Please pay for the appropriate circuit. All paid lines will be tagged at the event. If you exceed the paid circuit, you will be required to pay on the spot for additional.**

Total Electricity Fee(s): \$ _____

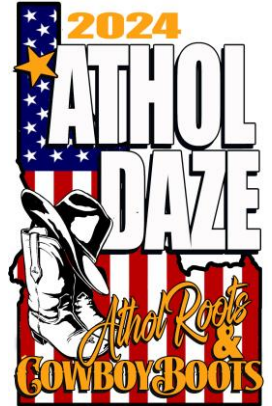
TOTAL FEES PAID: \$ _____

Friday Drop Off (7pm - 10pm) – No Charge.

****Athol Farmers Market Vendors get 50% off, please adjust your total if this applies to you.****

PAYMENT INFORMATION: Total Amount Due \$ _____		Paid / Unpaid (City Initial) _____	
<input type="checkbox"/> Check # _____	<input type="checkbox"/> Cash (City Initial): _____	Credit Cards (please call - \$1.00 plus 3% fee applies) Date _____	

Please Complete Both Sides of This Form. "Signature" required on the back.



VENDOR/FOOD BOOTH EXHIBITOR APPLICATION RULES, REGULATIONS, ADDITIONAL INFORMATION

Requirements for Booths: All booths must be stable, covers weighted down (**NO STAKES**), and able to handle all weather conditions. Easy-up tents (or trailers) are acceptable. All booths should be kept clean and visually appealing. Booth sizes are based on 10x15 grid. Any odd-sized booth, trailer, or extension of the trailer hitch/tongue must be moved up to the next longest space. For example, if booth (trailer/tongue) is 8'x12' structure, this would fall into a space size of 10'x15'. Awnings, tables, steps, items on display, etc., must be included in the square footage calculated. **NO off-site sales of your product!**

Signage & Electricity: You must have a sign that identifies the name of your booth present at all times. Signs must be confined to within 2-feet of booth space. **You must provide your own 50'-100' (heavy duty, 12 gauge, grounded for 20-amp, 16 gauge if 10-amp) extension cord if electricity is purchased.**

Security: Every precaution is made to protect the grounds. Kootenai County Sheriff's Department patrols, in general, the city and park area. The City of Athol will not be liable for any loss, theft, or damage of any kind.

Insurance / Health Department Requirements: All vendors must have their own insurance. Vendors are not covered through the city's insurance. Food vendors must provide proof of liability insurance with a minimum of \$500,000 if asked. **The City of Athol must be named as an additional insured. You must also meet all requirements of Panhandle Health District and Kootenai County Fire District for their inspection at Athol Daze.**

My Insurance Company is: _____ (provide copy with your application.)

Expectations: To provide a quality show, it is expected that all vendors will operate their booth for the entire event. There will be NO REFUNDS in the event of inclement weather, booth location, or less than desirable sales of your product. Failure to stay for the entire event will affect your acceptance into future shows. **We do not monitor duplicate sale types.**

Hours of Event: Saturday 8/10/24: 9:00am-5:00pm. You may stay open later if you wish, but all booths must be removed, and area cleaned by 8:00pm on Saturday. Please note there will not be anyone staying on-site on Saturday night. **Please DO NOT BRING YOUR DOGS; NO DOGS in the PARK. This includes all VENDORS - Thank you.**

Set Up: You may drop-off items in the park on **Friday beginning at 7:00pm** and set-up Saturday morning as of **6:00am**. A local group will be camping out in the park to watch over items and help direct location of booths in the park. **While every precaution is made to protect the grounds, the City of Athol will still not be liable for any loss, theft, or damage of any kind if you choose to set-up early.**

Setup must be completed by 9:00am on Saturday, or you might forfeit your space. NOTE: Tow vehicles will not be allowed to enter the park after 7:30am. All tow vehicles must be removed from park before 8am Saturday.

Gray Water: Please do not dump on the grounds or in restrooms- You must be self-contained.

Vendor Parking: Absolutely no parking next to your booth inside the park. Try to save the main/closest parking for YOUR customers. Ask event staff where or if vendor parking is located.

Acceptance: The City of Athol reserves the right to limit or deny booths based on space availability, duplication, incomplete application, visual appeal, type of product sold, or if the booth does not meet the requirements of our show. This is a community-based, family-oriented event.

Refunds: **NO** refunds will be issued for cancellation of your booth space and/or electricity fees.

I have read the above rules & agree, by my signature, to abide by those rules. Failure to follow rules or Event-staff directions will result in removal from the show and/or being prohibited from participating in future events. If you have any questions, please call our office.

DON'T FORGET TO INCLUDE A PICTURE OF YOUR BOOTH!

Signature: _____ Date: _____

Mail entry form with appropriate fees to:

City of Athol, ATTN: Athol Daze, POB 249, Athol, ID 83801

Phone # (208) 683-2101 Fax # (208) 683-0706

Email: cityclerk@cityofathol.us or cityhall@cityofathol.us

(you may email a copy of the form to expedite entry & mail fees with original)

Confirmation and Idaho Sales Tax Information will be emailed to you. ☺