

Vendor Agreement 2017

- # 2017 Fees: 10'X10' \$100, 10'X20' \$125, 20'X10' \$150, 20'X20' \$175
- # Late fees: \$50 for walk in vendors.
 - o Each electrical outlet (2 plug ins), 2 per vendor allowed until setup is finished, more allowed as available
- # All forms and fees are to be mailed to :
 - o White Eagle Multicultural Pow-Wow Inc.
 - o C/O Tricia Bennett
 - o 1120 Division Street
 - o Boone, IA 50036
- # Cancellations will be accepted with Refund minus \$25 processing fee by September 1, 2017
- # All vendors are asked to donate one item from their shop for auction
 - o Please provide a business card or brochure with item
 - o Item will be picked up by youth members, Friday, after setup
- # Set up: Starts at 9 AM to 8 PM on Thursday, 9AM to 2PM Friday, **all vendors must be setup no later than 2PM Friday.** if not setup your spot will be forfeited and subject to reassignment.
 - o Check in upon arrival at Wienie Wonderland (hot pink trailer)
- # All motorized vehicles
 - o Must be moved to designated vendor parking area by 12:00 pm Friday
- # No drugs, alcohol, or smoking allowed on grounds (there is a designated smoking area available)
- # No selling of drugs or drug paraphernalia, or weapons on grounds
- # All vendors are to take out their own trash to the dumpster provided next to the cook shack
- # All Food vendors will be required to provide a menu with prices at time of registration, once provided this will not be able to be changed other than to delete items, this is considered a no compete event
- # Food vendors are to provide their own cans, with lids, for disposal of grease
- # Food vendors are to dispose of their own grease in a closed container in the dumpster for pow-wow or take home, do not leave it at your site.
- # **This year we are not requiring a cleanup deposit, because of everyone's dedication to keeping our grounds clean. However if you do not clean your area, you will not be allowed to return to our event.**
- # No Food prep or dishwashing allowed in shower houses, this includes dumping dish or prep water
- # Tent camping and meals are provided behind the cook shack for all vendors, **tents will not be allowed behind any booths, you may sleep in your booth, with the exception of food vendors!** All mobile campers/RVs must be in camp grounds. No meals will be delivered you will have to go to the kitchen to get your meals.

All food vendors are required to have in their food prep area a 5 pound ABC rated Fire Extinguisher
- # All Food vendors must have a HOT water hand washing station in their food prep area.
- # All vendors must provide a copy of their tax ID number
- # Food vendors must turn in a copy of your business liability insurance with your registration

**Registration paperwork can be emailed to: dawhitch@yahoo.com,
if emailed, payments **must be paid** before you start setup, at check in by cash
or money order**

Vendor Registration Form 2017

Company Name: _____ Tax ID# _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Mobil Phone: Required _____

Website: _____

Email: _____ how many people in party _____
of parking passes needed _____ (for Kitchen)

Food vendors: please provide a menu with prices on backside of registration form. Once menu items and prices are turned in they will not be able to be changed, other than removing items

Space Required:

10'X10' _____ \$100	10'X20' _____ \$125	20'X10' _____ \$150	20'X20' _____ \$175
	10' front	20' front	

Outlets required: 1 or 2 (2 plug-ins) Additional requested if available: _____

Item to be auctioned: _____ Estimated Value: _____

Brief Description of Item: _____

- ✚ Cancellations will be accepted with full refund minus \$25 processing fee if received by September 1, 2017
- ✚ Walk ins will be accepted if space is available with full payment, including \$50 late fee, payable by cash, money order, or credit card
- ✚ 1 to 2 outlets are reserved per vendor

-----for powwow use only-----
Copy of liability insurance payment check # space needed

_____	_____	_____
copy of tax id		Business name
_____	_____	_____