

## Kuna Days Retail/Information Vendor Rules and Regulations for 2018

Thank you for your interest in participating in the 2018 Kuna Days on August 3rd and 4th. There have been several changes to the policies and procedures, so please read the rules and regulations carefully. It will be your responsibility to make sure they are followed.

In order to reserve your vendor space this year your completed application and full payment will be required when submitted. Your application will not be accepted without payment. If there are any questions please let us know prior to application submittal. We will reserve the right to accept or refuse any vendor application. Any previous participation will not guarantee your acceptance or location placement. If you are submitting your application before any deadline your payment must be made with that application with the proper postmark. If your application is received without payment or postmarked after the deadline date, you will not receive acceptance before the deadline.

Once your application is reviewed and accepted your check will be deposited. Your check will act as your acceptance if approved by your bank. If for any reason your check is not accepted by your bank on deposit your space will be not be held and any participation in the event will be nullified. The committee will reserve the right to make any future decision on your acceptance.

You will be notified in advance of your booth space location along with a map, your designated move in time and additional move in and event information.

There will not be any refund issued once your check is deposited. Please make sure you have marked the correct size of booth space down. If for any reason you elect to have a bigger space and find out you don't need it you will not be issued a refund for the difference in size.

We will be limiting the amount of duplicate items at the event. Please make sure that you list all items being sold on the application. You may be asked to remove any item not listed. The Committee reserves the right to remove any item from the event. You will not be able to sell fireworks, pornographic material, drug paraphernalia, or any item depicting any vulgar or explicit material and/or language. Animals will not be allowed to be sold from booths. If you have any questions regarding an item please email before sending in application.

All tents or canopies must be a professional design specifically designated for trade shows, fairs, and festivals. You will be responsible for your own tent/enclosure. No "homemade or makeshift" structures made from PVC pipe, tarps, etc. will be allowed. If you have any questions on this please send a picture of your structure to the email address below for approval. You will need to provide your own tables and chairs if needed. The application with payment only reserves your allotted space in the park. All signs must be placed in your allotted space. No signs will be allowed in the walkways. Vendors will not be allowed to block any neighboring booth.

No refunds for weather cancellations to vendors. The Kuna Chamber of Commerce cannot guarantee weather conditions. Please make sure that your booth space is secured from any weather condition.

All power requirements must be listed on the application. You will be responsible to bring your own cords and you may be placed up to **100 feet** from the outlet. If in any event your cords do not reach we will not be able to move you. **NO GENERATORS OR INVERTERS OF ANY KIND WILL BE ALLOWED.**

No alcohol sales will be permitted by any vendor. Vendors can only sell from their booth. **No strolling vendors allowed.**

Vendors will not be able to remove or tear down their booths at any time during the event. Your booth must remain open at all times during event hours. Security will be in place overnight on both Thursday and Friday nights as well as during the event until final move out on Saturday night. Please complete your move out and any trash disposal before leaving on Saturday night.

\*There will be no designated parking for vendors. The parking lot (with donated fee) may be used by the vendors but it will be based on a first come/first serve basis along with the public. You will be able to have vehicle access to your vendor spot on Friday up until 2 pm. Saturday you will have access in the morning until 8 am. Otherwise no vehicle will be allowed in the park for any reason. There will be several areas along 2<sup>nd</sup> St. that will be no parking. This is the road that runs next to the ball fields between Linder and Ave B. If you park in these areas your vehicle will be towed at your expense. You will not be asked to move the vehicle as we will not be able to provide this service.

Vendors must dispose of their trash in the large gray dumpsters along the perimeter of the park. It will be your responsibility for disposing of your waste or debris used at your booth. The green garbage cans placed around the inside of the park are for the patrons use. Please do not dispose of your trash in these cans. If we find vendors placing trash in these containers you will not be asked back in the future.

Vendors will be responsible for their own payments for any and all applicable sales tax. We will let you know when you will be able to go online and fill out your ST124 tax form. You will be required to bring a copy of this to the event. It will be your responsibility that all tax forms and requirements are met.

All vendors must operate in a courteous and legitimate manner and keep their area clean, as well as all areas around your spots. All vendors' operations must be in accordance with all federal, state, and local statutes, regulations, and requirements. It is recommended that the vendor/exhibitor protect themselves fully with regard to any property loss, theft, or damage as a result of participating in this event. The Kuna Chamber of Commerce and the City of Kuna, its officers, agents, employees, and other representatives shall not be held liable for, and they are hereby released from any liability for, any damage, loss, harm, or injury to the person or property of the vendor/exhibitor or any of its officers, agents, employees, or other representatives, resulting from theft, fire, water, weather, accident or other cause. The vendor/exhibitor shall indemnify, defend and protect the Kuna Chamber of Commerce, the Kuna Days Committee and the City of Kuna from any and all claims, demands, suits, liability, damages, loss costs, attorney's fees and expenses of whatever kind of nature, which might result from or arise out of any action or failure to act on the part of the vendor/exhibitor or any of its officers, agents, employees, or other representatives.

Vendors will not be granted any exclusive rights to sell or exhibit their products or services in this event and none is implied verbally.

The Committee reserves the right to remove or prohibit vendors or items which are deemed objectionable and in their judgment may detract from the general character of the event. This reservation includes persons, things, conduct, printed matter, or anything which in the opinion of the Committee seems questionable. There will be no refunds if a vendor is asked to leave the event.

Please if you have any questions or concerns please contact us prior to submitting your application.

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