

Yellow Pine Music and Harmonica Festival

Merchandise Vendor Application Package

Thank you for your interest in the Yellow Pine Music and Harmonica Festival!

In order to be considered for participation these items need to be returned to the Vendor Manager

NO LATER THAN JUNE 30TH

1. Signed, completed application form and a completed list of items to be sold;
2. Submitted merchandise vendor fee of \$100 or \$200 (10 X10 or 10 X 20) (There is a 2-foot allowance given beyond the booth area);
3. Submitted electricity fee of \$30 for 110 volt, 20-amp power; \$50 for 220 volt, 30-amp power. **NO PIGTAILS ALLOWED! Generators are allowed IF they operate at less than 60 decibels** (contact vendor Manager if you have questions);
4. A late fee of \$20 may be assessed for any late applications unless prior arrangements have been made with the Vendor Manager.

Important items to remember about your participation at the YPMAH Festival:

- ✓ Vendor Manager has final decision on placement of booths.
- ✓ Vendors are required to provide their own booth, tent, or trailer.
- ✓ Since power is limited, the Vendor Manager reserves the right to distribute power as needed. Generators are allowed **IF** they operate at less than 60 decibels.
- ✓ Previous vendors are generally given preference in acceptance.
- ✓ Booth setup begins at noon on Wednesday. Remember, the earlier you arrive, the easier it is to get into your assigned spot. Trailer set-ups need to arrive as early as possible.
- ✓ **All vendor vehicles must be moved outside the road barriers by 3:00 pm, Thursday.**
- ✓ Vendor area will be open Thursday evening through Saturday night.
- ✓ Hours of operation start at 5 p.m. on Thursday. Vendors must be operating by 10 a.m. on Friday and Saturday. Vendors may choose to stay open until midnight on Thursday, Friday, and Saturday. Hours of operation on Sunday are voluntary. Vendors operating without power can close at dusk.
- ✓ All Vendors must submit vendor fees with application (plus power fee, if applicable). Adjustments can be made at check-in.
- ✓ Once application is accepted all fees become **non-refundable**.
- ✓ Each vendor is responsible for his or her own Idaho State sales tax reporting and payment.
- ✓ Each vendor is required to display their Idaho State Sales Tax Number issued by the Idaho State Tax Commission or a copy of Form ST-124 temporary sales tax permit.
- ✓ The power fee is due at time of application. **Only generators that operate at less than 60 decibels are allowed in the vendor area.**
- ✓ All **electrical cords must be covered with mats** per requirements of State electrical inspector.
- ✓ Camping is provided in the golf course and nearby campgrounds at no cost.

YPMAH Festival Craft/Merchandise Vendor Application

*It is important that we have all of the information before and during the festival.
Your information will not be shared without your authorization and will be used only to contact you regarding your booth,
notification about future vending opportunities and procedural items for the YPMAH Festival.*

PLEASE PRINT

Business/Booth Name: _____

Owner/Contact Name: _____ Idaho Seller's Number: _____

Phone: _____ Cell Phone: _____ Website: _____

E-Mail Address: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

2nd Contact Name: _____ 2nd Contact Phone: _____

Have you been a vendor at the YPMAH Festival before (circle one): Yes No If yes, when: _____

Do you require power for your booth? Hook ups are \$30 for 110 volts/20 amps; \$50 220 volts/30 amps: Yes No

Are you using your own quiet (less than 60 decibels) generator to provide power: Yes No

Circle any of the following fuels that are used in your operation: Propane Charcoal Wood

List all merchandise items to be sold. Use a separate sheet if necessary:

Vendor Costs:

Food Booth space: 10' x 10' = \$150; 10' x 20' = \$300

Electrical Hook-up (\$30: 110 volts/20 amps; \$50: 220 volts/30 amps)

Late fee (if applicable) \$20:

Amount Enclosed

\$ _____

\$ _____

\$ _____

TOTAL \$ _____

I have read and understand the above Rules and Regulations and will abide by them throughout my association with the YPMAH Festival. I understand that the YPMAH Festival reserves the right to close, without refund, any vendors not complying.

Signature

Date

Send this form, with fees (check or money order) to:

Yellow Pine Music and Harmonica Festival
P.O. Box 10
Yellow Pine, ID 83677

Or e-mail form to:
yellowpinefestival@gmail.com

Vendor Rules and Regulations

1. **Application:** All applicants must complete the application; sign and date the Rules and Regulations (if mailing the application); submit a list of food and merchandise that will be sold at the YPMAH Festival; and submit the booth fee by June 30th. No vendor will be allowed to setup without full payment being made. Applications received after June 30th may have a \$20 late fee assessed.
2. **Booth Fee:** See Vendor Application for breakdown of fees/booth sizes. **Fee is non-refundable once application is accepted.**
3. **Selection:** Applications will be selected by reputation, type of merchandise, and the variety of merchandise other booths will have. The YPMAH Festival reserves the right to refuse any application. Preference will be given to past festival vendors and those who apply first. Application does not guarantee acceptance. If application is not approved, booth fee will be refunded. Early applications will be given priority.
4. **Booth Location: Vendor Manager will choose booth space location.** Manager will try to accommodate your needs for placement, when possible, if needs are made known early.
5. **Merchandise/Crafts:** A list of all merchandise that will be sold must be submitted with application. The YPMAH Festival reserves the right to monitor all products for appropriateness to the venue and family audience. Items of an obscene or sexual nature may not be sold.
6. **Food Establishment Permits:** Food vendors are responsible for any and all state or local fees and requirements for food establishment permits.
7. **Sales Tax:** Vendors are responsible for collection and payment of Idaho State sales tax. Vendor Manager will provide the Form ST-124 to be filled out and submitted to the Idaho Tax Commission. Your Idaho Seller number or temporary permit must be displayed at all times in your booth area.
8. **Hours of Operation:** Hours of operation start at 5 p.m. on Thursday. Vendors must be operating by 10 a.m. on Friday and Saturday. Vendors may choose to stay open until midnight on Thursday, Friday, and Saturday. Hours of operation on Sunday are voluntary. Vendors operating without power can close at dusk.
9. **Electrical Fees & Rules:** Power is limited and will be distributed at the discretion of the Vendor Manager. All vendors who will be hooked up to power will be required to pay \$30 or \$50 (depending on amps) for usage in addition to the booth fee. All cords are to be covered with mats as per State Electrical regulations. Since power supply is limited, vendors will be notified of any challenges in supplying power. **Generators are allowed IF they operate at less than 60 decibels.**
10. **Setup:** Load-in begins at noon on Wednesday. Load-in prior to Wednesday requires Vendor Manager approval. Setup must be completed by 2 p.m. on Thursday. Vendor vehicles must be outside the road barriers by 3 p.m. on Thursday.
11. **Breakdown:** Load-out begins on Sunday morning. All booths must be **removed by 4:00 p.m.** Sunday. Each vendor is responsible for making sure that his or her vending area is clear of all debris after breakdown.
12. **Clean up:** Vendors are responsible for keeping their immediate vending area clean and presentable. Trash cans will be provided in the center of the street and kept emptied. Cardboard boxes cannot be put in trash containers. Break them down flat and place them against the recycling corral.
13. **Camping Rules:** Dry camping is provided in the golf course area and nearby campground at no cost.
14. **Restrictions:** The YPMAH Festival reserves the right to close any booth that does not adhere to the festival rules and regulations, without refund of booth fees. Neither you, nor your employees, may consume any alcoholic beverages or illegal drugs while working at the YPMAH Festival. Vendors agree to be responsible for all employees, Workman's Compensation, and related laws for all employees. Applicants must provide accurate technical and electrical information on their application. Any changes must be approved by the YPMAH Festival prior to operation at festival. Vendors are required to be open all hours of the event as listed in the Hours of Operation.
15. **Security:** Applicant is responsible for the security of their booth at all times.
16. **Please contact Vendor Manager if you have any concerns, problems, questions, etc.** We will try to accommodate your reasonable requests. **If we are not aware that you have an issue, we cannot attempt to remedy it.** We want you to have a successful weekend. We cannot always provide the perfect spot, traffic flow, etc. but we work hard to design a set-up to make things as prosperous and equitable as we can for everyone. Please respect that we have limitations but know that your success is important to us, and we do all we can.

By indicating agreement above, the applicant agrees to comply with all YPMAH Festival, state, and local regulations, and to save and hold harmless the YPMAH Festival Board, the Village of Yellow Pine, their officers, and sponsors from any loss or damage to any persons or property caused by applicant's operation in connection with the YPMAH Festival, and further agrees to defend said Board, Village and associates, for any claims for such damage. While at the YPMAH Festival, applicant is responsible for all damage to own persons, property, or vehicles. If there is damage to the area caused by the applicant, the applicant will be responsible to repair damage.

Yellow Pine Music and Harmonica Festival
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