



**For Office Use Only:**  
 Date Received: \_\_\_\_\_  
 Fee Received: \_\_\_\_\_  
 Electricity: \_\_\_\_\_  
 Size/Type of Space: \_\_\_\_\_  
 \_\_\_\_\_

**Kettle Falls Town and Country Days  
 Vendor Application  
 June 2, 3, 4, 2017**

Please type or print clearly:

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Cell: \_\_\_\_\_ Evening: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Concession Description: \_\_\_\_\_

✓ Type of Booth: Art \_\_\_ Hand Craft \_\_\_ Food \_\_\_ Games \_\_\_ Retail \_\_\_ Retail Display \_\_\_ Other \_\_\_

Describe the type of set-up you will be using: Booth \_\_\_ Trailer \_\_\_ Tent \_\_\_ other: \_\_\_\_\_ (Please check all that apply)

Please send 2 photos of your booth so we have a better idea of where to place you. Food booths require a Health Department Permit. Application must be completed in full to be accepted. **Please reserve your booth early, prior to May 20<sup>th</sup>, 2017.**

<u>Reservation Fees:</u>	<u>Size</u>	<u>Electric Included</u>	<u>Non-Electric</u>	<u>Size Desired/Fee</u>
Large Food Booth:	12 x 20	\$200.00	\$200.00	_____
Craft/Children's Game	12 x 12	30.00	20.00	_____
	12 x 20	40.00	30.00	_____
Retail Display/Sales	12 x 12	45.00	30.00	_____
	12 x 20	65.00	50.00	_____
<b>Limited electricity available: 110 and 220 Amps. Please specify preference.</b>				<b>Total: \$</b> _____

Vendors are asked to operate their booths for the entire 2-day event. On Friday, June 2nd, vendors can set up anytime between 8am-12 noon. Booths can open for business after set up is complete, but be aware most activity on Friday starts after 12 noon. Activity picks up after 3pm when school lets out. On Saturday, June 3rd booth operation is from 10am until 8pm. You may open for Sunday, June 4th, but there will be minimal activity scheduled. You may start setting up your booth no sooner than Friday, June 2nd after 8:00am. Setup prior to Friday requires special permission. Please call Sandy at 738-2414.

I/We have read the information sheet(s) and agree to comply with the regulations and requirements as set forth, and agree that failure to comply will result in the closure of my booth by Kettle Falls Town & Country officials with no refund of any fees paid. It is also agreed that Kettle Falls Town & Country Committee, City of Kettle Falls and/or Kettle Falls Chamber of Commerce are not responsible for any theft or damages incurred. **All vehicles must be out of the park after setup hours.**

**Release by Individual – From responsibility for participation in dangerous activity.**

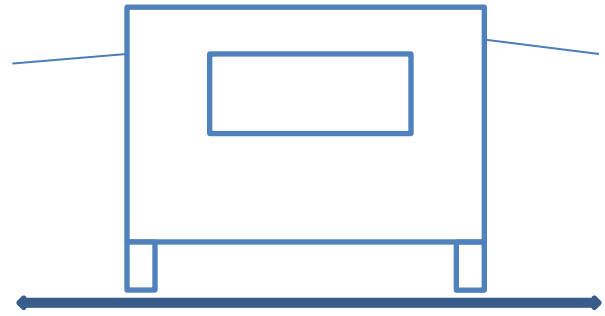
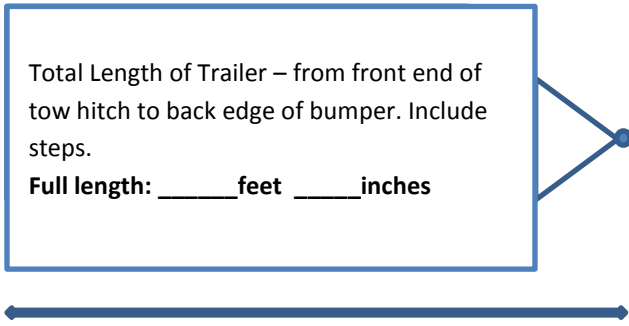
I, \_\_\_\_\_ (vendor) will not hold the City of Kettle Falls/Chamber of Commerce/Town & Country Committee, liable for any and/or all claims for damages or injury to persons or property as a result of participation in Town & Country Days.

\_\_\_\_\_  
*Signed* *Date*

Please return your Application Package with your fee. Make checks, money orders, cashiers checks (no cash) payable to the Kettle Falls Town & Country Days and return it to PO Box 295, Kettle Falls, WA 99141.

Please provide us with the information on your setup so you might be placed in the correct orientation for your equipment.

Total Length of Trailer – from front end of tow hitch to back edge of bumper. Include steps.  
**Full length:** \_\_\_\_\_ feet \_\_\_\_\_ inches



Width of Trailer: Overhang, awnings, steps.  
\_\_\_\_\_ feet \_\_\_\_\_ inches  
If your trailer is the “pop out” type, be sure to measure after it is fully set up.

Total Length and width of tent.  
\_\_\_\_\_ feet \_\_\_\_\_ inches  
**Please specify on the diagram where your service front will be located.**

Please add any other information you feel we need to know:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Coffee Pot \_\_\_\_\_  
Crock Pot \_\_\_\_\_  
Freezer \_\_\_\_\_  
Fryer \_\_\_\_\_

Fry Pan \_\_\_\_\_  
Grill \_\_\_\_\_  
Microwave \_\_\_\_\_  
Popcorn Machine \_\_\_\_\_

Refrigerator \_\_\_\_\_  
Stove \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_

Thank You!

Kettle Falls Town & Country Days

PO Box 295, Kettle Falls, WA 99141  
(509) 738-2300

# Kettle Falls Town and Country Days

June 2, 3, 4, 2017

- ❖ **Please read the following information carefully – these rules will be strictly enforced.**
- ❖ **All exhibitors, Concessionaires, Games and Public Service Booths are required to pay a reservation fee, and to operate all two days.**

1. Craft booth means that 50% of the craft items must be made by hand and by the person(s) selling the items.
2. Reservation fees are refundable if your cancellation is made by May 28, 2017.
3. If you have not exhibited at Town & Country Days in the past, you must send us two photographs of your booth.
4. Each exhibitor shall supply his own display, provision for shade, heavy duty outdoor related extension cords, supply of change and will be responsible the prudent display of merchandise and handling of cash. Booths should not be left unattended.
5. Pick-up truck and trailers may not be used inside the park for display of merchandise. Booths mounted on wheels may be used provided the wheel area is skirted and tongue does not extend forward into the foot traffic area. Park picnic tables may not be used for display tables. Canopy or tarp tie-downs and stakes must be flagged to prevent people from tripping.
6. The Town & Country Days Committee reserves the right to close any booth which does not conform to the general standards of safety, cleanliness, attractiveness or good taste. The Committee may also close any booth if the behavior of the exhibitor(s) is not in accordance with accepted standards or is disruptive, or illegal activities are observed.
7. Exhibitors displaying merchandise for sale that does not meet Town & Country Days requirements must remove the merchandise or the booth will be closed. Exhibitors whose booths are closed for any reason by the Town & Country Days Committee will not be entitled to a refund or their booth fee.
8. Organizations or individuals operating games of chance must secure proper permits from Washington State Gambling Commission prior to setting up. For Washington State gaming permits, call 1-360-486-3440. Organizations or individuals operating food service booths will be responsible for storing, handling and serving food in a clean and careful manner and obtaining respective health permits from Tri County Health Department. Also, food and kids games will need to provide a Certificate of Liability Insurance naming Town & Country Days Committee/Kettle Falls as additional insure. Raffles must be conducted in accordance with the regulations of the Washington State Gambling Commission. Obtain a copy of the current requirements from the commission prior to conducting a raffle. Individual exhibitors may not conduct draws or raffles unless they have been approved by the Gambling Commission. Failure to comply may result in confiscation of raffle money by Commission Inspector and possible legal action.
9. Organizations or individuals operating attractions such as dunk tanks, baseball toss and dart throwing, etc. are legally responsible for the safety of participants and spectators.

10. Electricity is limited. All booths requiring electricity will be assigned a location as outlets are available.
11. Participants are fully responsible for their booth, clean-up around the area, and insurance if necessary.
12. Security is handled by the local law enforcement agencies, but each exhibitor is responsible for loss of merchandise or money due to theft or any other cause. It is suggested that you box up or secure your merchandise at night
13. The Town & Country Days Committee can accept or reject any of the applications presented and the decision of the committee is final.

**Please remember to sign the completed vendor application and return it along with copies of health cards, proof of insurance, and booth fees.**