



Friday Night Street Fair

Friday, August 19, 2011, 5pm—10pm,
Downtown Pullman

*Preference given to booths that offer an activity or item that enhances
the event!*

STREET FAIR BASICS

Food and commercial vendors and nonprofit organizations line the streets of downtown Pullman. Live bands provide background music and the setting for a street dance later in the night. As attendees enjoy the booths and displays, games for children, and a beer garden, 300 gallons of free lentil chili will be served. Last year, about 10,000 people attended the Friday Night Street Fair.

LOCATION

Vendors will line Olsen Street between Grand Avenue and Kamiaken Street, and Kamiaken Street between Main Street and Pine Street in downtown Pullman, WA.

SET-UP AND TAKE-DOWN

- Open Friday, August 19, 2011 from 5pm to 10pm.
- Vendors may set up between 2-4:30pm and **must be open by 5pm**. Vehicles must be out of the street fair area by 4:30pm. No exceptions.
- The street fair is open until 10pm. Loading vehicles will NOT be allowed into the street until 10:00pm.

COST

Cost is \$50 for nonprofit organizations, commercial vendors, arts & crafts vendors, and political candidates, and \$75 + 10% for food vendors. **Registration and payment must be received by July 30, 2011.**

SUPPLIES

Participants need to supply **all** booth equipment including tables, chairs, and tents. Booths are limited to 10' x 10'. All display items and handouts limited to booth space. **NO ROAMING ALLOWED.**

Electricity is limited! Requests will be accommodated when possible. Please indicate your needs on the form. Please remember it gets dark after 9pm!

INFORMATION

A Washington State **UBI number** is required of all vendors. **See next page for details.**

All vendors are required to provide proof of **General Liability and Property Damage** in sums determined by the National Lentil Festival, and additional insured parties must be named. **See next page for more details.**

REGISTRATION FORM

Business: _____

Product: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Washington UBI #: _____

Email: _____

Vendor Type: ___ Nonprofit (\$50)
 ___ Commercial (\$50)
 ___ Arts & Crafts Vendor (\$50)
 ___ Political Candidate (\$50)
 ___ Food vendor (\$75 + 10%)

For safety reasons, no glass bottles will be allowed.

Payment Type: ___ Cash
 ___ Check # _____
 ___ Visa/Mastercard/Discover
_____ Exp Date: _____

Electricity Requested: Yes) _____ \$10 fee No) _____
Electricity is limited, we will let you know if it will be available for your booth prior to the event.

How did you find out about this event? _____

Spaces are assigned on a first come, first served basis. This application is not valid without a signature, UBI number, and proof of insurance. Please review the requirements and sign the indemnification and hold harmless agreement that is located **on the next page** of this application.

Please return all materials to:
National Lentil Festival Friday Night Event
415 N. Grand Ave.
Pullman, WA 99163
Fax: 509-332-3232

Washington State UBI Number:

The State of Washington Department of Revenue is asking that all special events provide them a list of vendors along with their State of Washington Unified Business Identification (UBI) number. If you do not have one, a temporary UBI number can be issued to you free of charge by going online to www.dor.wa.gov and click on DOING BUSINESS– under Business Type click on Temporary & Seasonal Businesses, then click Register Online. You may also call 1-800-647-7706 and go to Tax Services.

Insurance Requirements:

The Contractor (vendor) agrees to provide a business or personal liability insurance policy with a minimum limit of \$300,000 General Liability and \$300,000 Property Damage with the Pullman Chamber of Commerce, City of Pullman and the National Lentil Festival listed as “Additional Insured.” **Food vendors** must provide a business or personal liability insurance policy with a minimum limit of \$1,000,000 General Liability and \$1,000,000 Property Damage with the Pullman Chamber of Commerce, City of Pullman and the National Lentil Festival listed as “Additional Insured.” In the event that the National Lentil Festival determines items displayed and or sold by the Contractor represent an additional risk to National Lentil Festival and/or purchasers, an increase in the amount of coverage may be requested at the festival’s discretion. Any exceptions must be approved by the National Lentil Festival and duly noted on this application. Said liability insurance will be secured and proof of same provided to the National Lentil Festival no later than five (5) days prior to the National Lentil Festival.

Hold Harmless & Indemnification:

All services rendered or performed under the agreement will be performed or rendered entirely at the Contractor’s (vendor) own risk and the Contractor expressly agrees to hold harmless and indemnify the Pullman Chamber of Commerce, its officers, agents, employees, and the City of Pullman and its officers, agents, employees and the National Lentil Festival and its officers, agents, and employees and Time Warner Cable and its officers, agents and employees from any and all liability, loss, or damage including reasonable costs of defense that they may suffer as a result of claims, demands, actions or damages to any and all person(s) or property, costs, or judgments against the above mentioned parties and their officers, agents or employees, which result from, arise out of, or are in any way connected with the services performed by the Contractor under this agreement.

I have read and understand the above insurance requirements, and agree to hold harmless and indemnify the above mentioned parties as stated in the Hold Harmless & Indemnification article:

I have read the previous rules and will follow them. Failure to do so will result in expulsion from NLF.

Signature of participating vendor _____

Printed name of participating vendor _____

Date: _____