

# 2018 Skagit Valley Highland Games Clan & Vendor Terms

## **REQUIRED DOCUMENTATION:**

1. Food vendors - please submit food pictures and **complete menu descriptions** with your application. CAF reserves the right to select food vendors, and limit menu choices in an effort to avoid menu duplication.
2. The Washington State Department of Revenue requires that professional merchandise vendors and food concessions have an active WA Unified Business ID #. If you are an out-of-state vendor, you will need a temporary WA Unified Business #. You must provide proof of an active or temporary WA Unified Business Id # to the Games Association. The Department of Revenue may be reached by telephone at: 800-647-7706.
3. The Skagit County Health Department requires that food concessions have a Skagit County Health Department itinerant permit (out of county permits are not acceptable). Any restaurant participating as a vendor who is licensed in Skagit County needs to obtain the itinerant permit because they will be operating at a location other than the restaurant (unless the restaurant has a catering license with the Health Department). If the food concessionaire has a Skagit County "mobile food wagon" permit and will be operating in the food wagon, then they do not need to obtain the itinerant permit. Food concessions must provide proof of a Skagit County Health Department itinerant permit to the CAF. The Health Department will be receiving a list of all the food concessions. Skagit County's Health Department may be reached by telephone at: 360-336-9380.
4. The Celtic Arts Foundation is required to carry special event liability insurance coverage for the event. As a part of this coverage, the insuring agency requires that we obtain certificates of insurance from all professional merchandise vendors and food concessions to verify products liability. All food and professional vendors must provide certificates of insurance to the CAF, naming CAF and the City of Mount Vernon, WA as additional insured. The insuring agency will receive a list of all vendors, along with copies of certificates of insurance.

## **RULES AND REGULATIONS**

1. The Games Association provides space only. No trailers or motor homes will be permitted on the grounds except for food preparation booths as required by the Health Department.
2. Changing booth locations after assignments will not be allowed (without permission of the CAF).
3. Local police will not provide extraordinary patrols of the Event grounds. Night security guards may be on duty Friday and/or Saturday evening. The CAF and its organizers cannot be held responsible for loss or damage. Exhibitors/vendors are responsible for securing booth and products.
4. Each exhibitor/vendor must park their vehicle in designated parking area after unloading for the day.
5. Exhibitors/vendors will receive gate passes, which must be carried at all times; replacement provided at a cost of \$7 per pass.
6. The Games are two days - Saturday, July 14 and Sunday July 15. Your registration fee is for both days. Hours of operation for vending are Saturday: from 9:00 a.m. to 6:00 p.m. and Sunday from 9:00 until 5:00 p.m., at the conclusion of the Massed Bands performance. Set-up begins on Friday, July 13 at noon (with limited exceptions allowed at the sole discretion of the Celtic Arts Foundation, with written confirmation). No take-down will be allowed before closing time on Sunday.

7. Vendors must accept Canadian money; the Game Association will provide an exchange chart in your information packet.
8. Vendors are responsible for collecting and reporting sales tax. Please contact the Washington State Department of Revenue for more information at 800-647-7706 The current sales tax rate is 8.7%.
9. Food concessions must have a current health permit and be ready for inspection.
10. Each booth must provide a small garbage can, which is to be emptied directly into the dumpster which will be designated on your booth location map. No dumping allowed in grounds garbage cans.
11. Each food concession booth shall provide two or more 32-gallon garbage cans with liners for the front of their booth. Food preparation boxes, garbage cans and boxes must be broken down and taken to dumpsters, not put in the public garbage cans. Clean up of the area at the end of the day is required.
12. Vendors with power/electrical needs: Electricity will not be provided to your booth until the on-site electrician gives his approval to connect you to the power source. Do not attempt to hook up to the power until you are told to do so. If you hook up without prior permission, the Games Association is not liable for any damage to your equipment. Note: Power generators are NOT allowed under any circumstances without the express written permission of the Celtic Arts Foundation.
13. New Fire Code regulations went into effect on January 1, 2018. All vendors must comply with new regulations.
14. Because booth space fees are committed in advance to pay costs associated with the Games, there are no refunds for any reason.
15. Violation of any of the above will result in eviction from the grounds.

#### **RELEASE AND HOLD HARMLESS AGREEMENT**

I hereby represent that I wish to participate as a Vendor in the Skagit Valley Highland Games & Celtic Festival on July 14 & 15, 2018 sponsored by Celtic Arts Foundation (CAF). I recognize that any outdoor activity may involve certain dangers, including but not limited to the hazards of the forces of nature, and the actions of other participants and other persons unaffiliated with CAF. I understand that these hazards produce a risk of physical harm or death, as well as a risk of loss or damage to my personal property. I further understand and agree that CAF would not be able to sponsor such Events without some form of agreement providing protection for CAF and its officers, directors, paid staff and volunteer workers. I agree to allow the Skagit Valley Highland Games and CAF to photograph or record my activities at the event(s) for promotional purposes. In consideration of, and as part payment for my privilege to participate in the Skagit Valley Highland Games & Celtic Festival, I hereby release the City of Mount Vernon, WA, CAF and its officers, directors and volunteer workers from any and all liability, claims and/or causes of action arising out of, or in any way connected with my participation in any and all of the activities of the Event. I personally assume all risks in connection with these activities, and further agree to hold the City of Mount Vernon, WA and CAF and its officers, directors, paid staff and volunteer workers harmless from and against any and all liability, claims and/or causes of action which I may have arising from my participation in any and all of the activities of the Event, including but not limited to those involving negligence on the part of such officers, directors, paid staff or volunteer workers, which result in personal injury or death to myself and/or loss or damage to my personal property. The terms of this agreement shall bind myself and my heirs, assigns, and personal representatives. I have fully informed myself of the contents of this release and hold harmless agreement by reading it before I have signed it.