Athena Caledonian Games

**VENDOR APPLICATION**

**APPLICATION** Completed application formmay be submitted via email or US mail. (Addresses are on the application.) **Vendors whose registration forms and fees are received before June 1 will be listed in the printed program.**

**VENDOR FEE**  Each vendor must submit a completed registration form and pay the appropriate fee before a space will be reserved.

**SET-UP** Set-up may begin as early as 8:00 a.m. Friday morning but must be completed no later than 8:00 a.m. Saturday morning. Only vehicles designed for vending food may be set up on the food court. Booths, tables and chairs must be furnished by vendor.

**OPEN HOURS Saturday: 8:00 a.m. – 6:00 p.m. Sunday: 9:00 a.m. – 4:00 p.m.**

**PERMIT(S) Food Vendors:** It is your responsibility to obtain and display the appropriate Health and/or Food Vendor Permit(s). See the Umatilla County Health Department website for more information.

**PETS** No pets, whether leashed or unleashed, are to be kept in or around any food booth, or on/near the food court. Please keep pets leashed at all times and clean up after them.

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| ***VENDOR BOOTH REGISTRATION FEES***  ***“Total Booth Area” includes all awnings, bumpers, ramps and tongues.*** | | |
| ***FOOD*** | ***NON-FOOD*** | ***NON-PROFIT (Selling)*** |
| **First 10’ X 10’ space = $ 125** | **First 10’ X 10’ space = $ 100** | **First 10’ X 10’ space = $ 50** |
| **Additional 10’ X 10’ spaces = $ 75** | **Additional 10’ X 10’ spaces = $ 50** | **Additional 10’ X 10’ spaces = $ 25** |
| **To register Informational Booths that do not sell anything, please contact us at the above email address.** | | |

**Email questions and completed form (as an attachment) to** [**athenacaledoniangames@gmail.org**](mailto:athenacaledoniangames@gmail.org)

**Subject Line: “Vendors”**

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| Image result for athena caledonian games**C:\Users\Delbert\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.MSO\5539EE1E.tmp**Athena Caledonian Games  **VENDOR APPLICATION**  **Please type or print clearly. complete both sections. Keep a copy for your records.** | | | | | | | | | | | | | | | |
| **NAME** |  | | | | **ORGANIZATION**  **(If Applicable)** | | | | |  | | | | | |
| **Mailing**  **Address**  **or PO Box** |  | | | | **CITY, ST**  **& ZIP** | |  | | | | | | | | |
| **EMAIL**  **ADDRESS** |  | | | | **BEST**  **PHONE** | |  | | | | | | | | |
| **HOLD HARMLESS AGREEMENT: In consideration of the opportunity to participate in this event and the acceptance of this application by the Games**  **committee, the applicant agrees to save and hold harmless the Caledonian Games, Athena Chamber of Commerce, and the City of Athena, their**  **officers, members, employees and agents from any loss or damage to all persons or property caused by the operation of applicant’s entry or group**  **in connection with this activity. Applicant further agrees to defend and hold harmless the Caledonian Games, Athena Chamber of Commerce, and**  **the City of Athena, their officers, members, employees and agents from claims or suits (to include all costs of attorney fees and any and all other**  **costs for defending said claims and suits) for such damage. Applicant further testifies that said entry is covered by insurance.** | | | | | | | | | | | | | | | |
| **Signature** | | | | | | | | **Date** | | | |  | | | |
| **Type/Print Name** | |  | | | | | | **Best Way to**  **Contact Me** | | |  | | | | |
|  | | | | | | | |  | | | | | | | |
| **DETERMINE THE VENDOR FEE FOR YOUR BOOTH Vendor Fee may be** [**paid online**](https://www.athenacaledonian.org/store)**.** | | | | | | | | | | | | | | | |
| **BOOTH AREA (square feet / sq. ft. / ft2)**  **(Include all awnings, bumpers, ramps & tongues)**  **Frontage: ft. X Depth: ft. = ft2** | | | | | **ELECTRICITY**  **NEEDED** | **NONE**  110 | | | **110**  110 | | | **120**  110 | | **HOW**  110  **MANY**  **WATTS?** | |
| 1. **Enter your booth type (Food, Non-Food, Non-Profit, or Information) in the space to the right.** | | | | | | | | | | | | | | | **1.** |
| 1. **Subtract 100 from your booth’s total number of square feet (from “Booth Area” above).** | | | | | | | | | | | | | | | **2.** |
| 1. **Divide the number in Line 2 by 100.** | | | | | | | | | | | | | | | **3.** |
| 1. **Enter the “Each Additional 100 ft2“ fee for the booth type in Line 1. (See chart below.)** | | | | | | | | | | | | | | | **4.** |
| 1. **Multiply Line 3 by Line 4. Round to the nearest whole dollar. (Decimals: .500 and greater “round up”)** | | | | | | | | | | | | | | | **5.** |
| 1. **Enter the “First 100 ft2“ fee for your booth type. (See chart below)** | | | | | | | | | | | | | | | **6.** |
| 1. **Add Lines 6 and 7. This is your Vendor Fee. (Your space will be reserved after payment is received.)** | | | | | | | | | | | | | | | **7.** |
|  | | | |  |  | | | | | | | |  | | |
| **FOOD**  **First 100 ft2 = $ 125**  **Each Additional 100 ft2 = $ 75** | | | **NON-FOOD**  **First 100 ft2 = $ 100**  **Each Additional 100 ft2 = $ 50** | | **NON-PROFIT (Selling)**  **First 100 ft2 = $ 50**  **Each Additional 100 ft2 = $ 25** | | | | | | | | **INFORMATION**  **(Non-Selling)**  **Email the address below.** | | |

**A space for your booth will be reserved after your completed application and Vendor Fee have been received.**

**Email questions and completed form (as an attachment) to** [**athenacaledoniangames@gmail.org**](mailto:athenacaledoniangames@gmail.org)**.**

**Subject Line: “Vendors”**

***Athena Caledonian Games Association, PO Box 161, Athena, OR 97813*** [***www.athenacaledonian.org***](http://www.athenacaledonian.org)