



**June 7th, 8th, 9th, 2019**

**Hours: Friday 3pm-8pm, Saturday 10-8, Sunday 10-5.**

**Lake Wilderness Park, Maple Valley WA**

## **Rules and Regulations**

MAPLE VALLEY DAYS 2019 will take place June 7th, 8th, 9th at Lake Wilderness Park, 23601 - 224th Ave SE, Maple Valley, WA 98038. Friday hours 3pm-8pm, Saturday 10-8, Sunday 10-5. To apply, please fill out the online application/contract, sign it, keep a copy for your records and make the required online payment (including any additional fees). Please be aware that no vendor is accepted and assigned a booth space until the completed application, payment, photo(s) etc have been received and verified. If accepted, a copy of the application will be returned to you with an authorizing signature. If your application is denied, you will be notified in writing and your payment returned.

All payments must be made via our website at [www.maplevalleydays.com](http://www.maplevalleydays.com). No checks or cash accepted.

Upon acceptance, MAPLE VALLEY DAYS 2019 grants to the accepted vendor a non-assignable right to use and occupy vendor space (10' x 10') for the sole purpose of sale or promotion of a product or service as listed on the application/contract. Vendors are required to use the vendor space in a reasonable and non-offensive manner subject to public health and safety regulations and subject to the rules and regulations of MAPLE VALLEY DAYS 2019. Agents of MAPLE VALLEY DAYS 2019 reserve the right to prohibit anyone from selling or any product from being sold. Security will be provided from Friday, June 7th 3:00PM until the close of the festival on Sunday, June 9th at 5:00PM.

### **INDEMNITY AND HOLD HARMLESS AGREEMENT**

MAPLE VALLEY DAYS VOLUNTEER COMMITTEE (hereafter referred to as MAPLE VALLEY DAYS 2019 or MAPLE VALLEY DAYS) shall not be held liable for any debt, tax or assessment incurred by the concessionaire in the operation of his/her concession nor for any salary or expense due to any of his/her employees. MAPLE VALLEY DAYS, The City of Maple Valley and MAPLE VALLEY DAYS Sponsors shall not be liable for the result of any accident or damage to any person or article employed by, or in possession of the concessionaire while at the MAPLE VALLEY DAYS 2019 festival in the city of Maple Valley, whether such accident, loss or damage occurs during the time of preparation, the period of occupancy, or at the time of removal there from. In consideration of the privileges granted by this contract, the concessionaire agrees to protect, indemnify and hold harmless MAPLE VALLEY DAYS, The City of Maple Valley and any MAPLE VALLEY DAYS Sponsor(s) from any and all claims for damages, demands or suits arising from injuries or damages sustained or alleged to be sustained by employees of the concessionaire or by any member of the public where such injury or damage shall have resulted directly or indirectly from the activities and business of the concessionaire in connection with this contract. The concessionaire shall cooperate and assist MAPLE VALLEY DAYS or its representatives in investigating such claims and in negotiating settlement thereof and the concessionaire shall be bound by any decision of MAPLE VALLEY DAYS or its representatives respecting the disposition to be made of such claims, even if any of the allegations, claim for damages, demands or suits are groundless, false or fraudulent.

### **INSURANCE REQUIREMENTS**

Food and Ride vendors and any vendor sampling a consumable food product must submit a certificate of insurance within two weeks of acceptance notification. Vendors must have \$1,000,000 each occurrence with \$1,000,000 aggregate products/completed operations and \$1,000,000 general aggregate. All policies shall be written on an occurrence basis. The concessionaire shall be named insured on the policy and the **CITY OF MAPLE VALLEY, MAPLE VALLEY DAYS COMMITTEE, ITS OFFICERS, DIRECTORS, AGENTS, EMPLOYEES AND FESTIVAL SPONSORS** shall be additional insured thereon. Please inform your insurance agency to be sure they include this exactly as underlined. Certificates will not be accepted without this additional insured wording.



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# Rules and Regulations

## FIRE DEPARTMENT RULES

- Extension cords are to be 12 - 14 gauge wires and must be in good condition. Extension cords must be unplugged at the end of each day.
- Compressed gas cylinders (such as helium tanks) must be secured in an upright position using elastic straps or chains to prevent tip over.
- It is recommended that each booth contain a 2A10 BC Dry Chemical Fire Extinguisher.
- All vendors agree to comply with any request from Maple Valley Police and Fire.
- Fire lanes are not to be restricted at any time including during set up and tear down.
- Generator rules: must be Quiet, gasoline stores off site and drip tray underneath

## MISCELLANEOUS RULES AND REGULATIONS

- Category definitions:
  - LEVEL 1** - Construction, Remodel, Windows, Doors, Roofs, Home Improvement, National Retailers, Satellite Providers, Backyard Recreation, Landscaping, Paid Recreation, Cell & Wireless Providers, General merchandise And Import Sales.
  - LEVEL 2** - Consulting, Insurance, Finance, Direct Sales, Health & Wellness, Mortgage, Banking, Food Product Sales, Desserts/Cookie Sales, Studio Photographers.
  - LEVEL 3** - Handmade Crafts, Artisans, Freelance & Scenic Photographers, Face Painting, Henna Tattoos, Balloons, Classroom & Teaching Classes, Farmers, Plant Nursery, Bloggers.
  - LEVEL 4** - Non-Profits (501 C), Churches, Governments, Fraternal Organizations, Civic Education, Consumer Awareness, County & State Agencies, Scouting, Volunteer Agencies, Political Information.
  - LEVEL 5**- Interactive onsite recreation (paint ball, climbing wall, zip line etc)
  - LEVEL 6**- Single Day (Sat/Sun and ONLY LEVELS 3 or 4) Approved by Exec Team; limited space available
- Vendor space is 10' X 10'.
- Canopies and tables are not supplied; canopies must be secured to the ground for the entire festival.
- **No** smoking or vaping of any kind is allowed within the park area. Vendor parking "Meadow" is the designated area.
- Silly string, stink bombs, poppers, confetti or similar products are not permitted to be sold.
- There is **ABSOLUTELY NO OVERNIGHT CAMPING** allowed. You must leave the premises by 10pm..
- Vendors are responsible for cleaning their booth sites and surrounding area during and at the end of each day. The festival will provide dumpsters on site. Small trash cans are provided for festival attendees. Small trash cans are permitted in vendor booths and must be maintained by the vendor. Any complimentary food, drink or pat on the back extended to the clean up crew is much appreciated. They have a dirty job and they work very hard.
- Vehicles are not permitted on the festival grounds (food vendors with trailers are exempt).
- Police, security, emergency communications systems, first aid and sanitation facilities will be provided.
- Vendor (Levels 1-5) spaces are for the three day event. Vendors are required to occupy their booth during all festival hours, **rain or shine** (temporary closure during a lightning storm will be allowed). Any vendor closing early or opening late on any festival day will not be asked to participate in future festivals.
- Payments for space must be made online prior to your application being accepted.
- Take down of your booth must not begin before the festival closing hour of 5:00pm on Sunday. No Vehicles are allowed on the Festival grounds until all attendees have cleared the area. Please use caution as the park will remain open. If you are caught driving on the park grounds before the Festival closes you will not be invited back.
- Vendor duplication is allowed. If you are concerned with duplication please contact vendor directors to determine if duplication does exist.
- We are creating a stronger social media presence. Please provide marketing materials suitable to online social media if you are interested in us promoting your business.



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### **MISCELLANEOUS CONTINUED**

- Maple Valley Days has a Non-Exclusivity Policy: we are not exclusive to any one vendor and we cannot guarantee that you won't have competition. If you are a part of a company that has its own policy about 2 or more representatives at the same venue, we will be happy to let you know if another representative has already applied. (LulaRoe, Mary Kay etc.) We do monitor how many of one type of company has applied and will let you know if enough of your type has already been accepted. An example would be, in 2018, we had 5 henna tattoo artists apply and we were only able to accept the first 3 while explaining to the 4th & 5th that the market would be over-saturated. Those that apply first, get the best locations. We do not guarantee same locations from one year to the next. While we appreciate our long-time vendors, we offer a level playing field for everyone that applies.
- Should a vendor, at any time, conduct him or herself in such a manner contrary to these Rules and Regulations, shall immediately cease such offending conduct upon request from the festival officials. Failure to immediately comply as requested shall be cause for revocation of this contract and will result in the expulsion from the festival. Upon revocation, the vendor shall promptly vacate the premises. Failure to comply will result in the removal of all property of the vendor from the premises at the vendor's expense. MAPLE VALLEY DAYS VOLUNTEER COMMITTEE, its agents, the City of Maple Valley and sponsors shall be relieved and discharged from any and all loss or damage caused by such removal. MAPLE VALLEY DAYS VOLUNTEER COMMITTEE, its agents, the City of Maple Valley and sponsors shall not be responsible for storage or safekeeping of property so removed. Failure to comply with these Rules and Regulations will also result in the forfeiture of booth space and no refund will be given.

On behalf of all of the people who organize and operate MAPLE VALLEY DAYS 2019, we hope you have a safe, profitable, positive experience at our festival.

Thank you,

Debbie and Gina  
Vendor Directors