

September 24, 2011



Arts & Crafts, Merchandise or Professional Services Vendors,

This is your invitation to participate in the 2011 Moses Lake Basin BBQ Bash. The event is a BBQ Competition in downtown Moses Lake. This is a one day event this year on September 24. We will be accepting Arts & Crafts, Merchandise or Professional Services Vendors beginning June 1st.

This event is sanctioned by the Pacific Northwest Barbecue Association and is organized by the Moses Lake Business Association. There will be entertainment, a car and bike show, food and craft vendors and much more.

This invitation is extended to all Arts & Crafts, Merchandise or Professional Services Vendors. Applications accompanied with full payment of established fee will be processed on a first-come first-served basis. The BBQ committee will notify you with their decision as soon as possible. The committee reserves the right to deny a vending request from anyone for any reason. Vendors pay a space fee but no additional percentage is charged.

Enclosed is the registration paperwork to include the Registration Application Form, a Special Notices, and a Hold Harmless Agreement.

We look forward to a fantastic event! Please read, sign, and return these forms with your booth space payment to:

**Moses Lake Business Association  
PO Box 1201  
Moses Lake, WA 98837**

We look forward to a fantastic event!

Marianne Kirwan  
Executive Director  
Moses Lake Business Association

September 24, 2011



# Registration Application Arts & Crafts, Merchandise or Professional Services Vendors

Name of Organization: \_\_\_\_\_

Owner/Presidents Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ email: \_\_\_\_\_

Description of items to be sold: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Booth Space:**                     \$50 for 10 X 10                     \$75.00 for 10 X 20

**Type of Vendor:**             Arts & Crafts                     Merchandise Vendor             Professional Services Vendor

**Arts & Crafts Vendor:** Open to any artist or craftsman whose work is original in content i.e. handmade, hand assembled, and original creative works. Items that are mass-produced are not considered in this category. All craft items must be approved.

**Merchandise Vendor:** Open to a vendor selling approved non-handcraft products, i.e. sunglasses, novelty items (hats, headbands and visors), cell phone accessories, home decorative items, garden items, any mass-produced items, etc. All items must be approved.

**Professional Services & Custom Made Goods:** Open to companies that wish to promote their professional services like insurance companies, real estate, chiropractic, plastic surgeons, travel/vacation. Also car and boat dealerships and custom made goods such as hot tubs and spas, sunrooms, floorings etc.

**Booth Requirements:** Each vendor MUST be fully self-contained including power and water. There are faucets available but no continuous water available.

The undersigned hereby accepts and assumes any and all risks, claims, actions and damages, direct or indirect which the undersigned may incur as result of participation in any event or activity which is sanctioned by the Moses Lake Business Association, Pacific Northwest Barbeque Association, the event director, the City of Moses Lake, and all of their respective officers, employees, agents representatives, successors, or assigns, harmless, and otherwise indemnify the same event. It is my expressed intention that this disclaimer and hold harmless agreement be binding upon my agent, representatives, and heirs and assigns.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

September 24, 2011



# Arts & Crafts, Merchandise or Professional Vendors Contract

**Vendors agree to do the following:**

1. Read, Sign, and Return all Forms and booth space payment.
2. Check in at the Sinkiuse Square (Corner of Third Ave and Ash St) at 7 am for booth assignment.
3. Setup will be Saturday between 7 am and 9 am. Booths must be ready for business by 9 am. If you want to set up the evening before (8pm to 10pm) you must contact Marianne in advance.
4. Maintain the following open and operating hours of 9 am to 8 pm on Saturday, September 24, 2011
5. Vehicles and trailers are only allowed in the display area to load and unload. All display vehicles must be removed from the display area prior to 9 am on and are not allowed to return until after 8pm on Saturday.
6. No pets in the display area.
7. No alcoholic beverages in the display area at any time.
8. The BBQ Committee reserves the right to refuse the sale of any undesirable articles.
9. Booth structures and contents, including inventory are the responsibility of the Vendor. The festival or the City of Moses Lake do not assume responsibility for injury to persons, or loss or damage to any property of the Vendors, including theft, accident or acts of God. However, the festival will provide 1 Security Guard who will be patrolling the area at night on Friday night.
10. There WILL NOT BE ANY OVERNIGHT PARKING for those with campers or trailers.
11. All booths must be open until 8 pm.

**Moses Lake Business Association agrees to do the following:**

1. Provide a space in downtown Moses Lake.
2. Provide night security on Friday, September 23, 2011.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

September 24, 2011



# Hold Harmless Agreement

The undersigned hereby accepts and assumes any and all risks, claims, actions and damages, direct or indirect, which the undersigned may incur as the result of participation in any event or activity that is sanctioned by Moses Lake Business Association or the Pacific Northwest Barbeque Association. I expressly agree that I will hold Moses Lake Business Association, Pacific Northwest Barbeque Association the event director, the City of Moses Lake and all of their respective officers, employees, agents, representatives, successors, or assigns harmless, and otherwise indemnify the same, from and against any such risk, claim, action or damage arising from my participation in any such event. It is my expressed intention that this disclaimer and hold harmless agreement be binding upon my agents, representatives, heirs and assigns.

Company Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Special Notices

This is a warning to all vendors that are participating in the Moses Lake Basin BBQ Bash. The following paraphernalia is not allowed to be sold at ANY time.

Any type of:

- Drug Paraphernalia***
- Any Material Representing Marijuana Products***
- Pipes***
- Silly String***
- Fire Cracker Poppers***
- Knives/Guns/Weapons***

There will not be any warnings with regard to the above materials. It will be at the sole discretion of the Arts & Crafts, Merchandise or Professional Services Vendor chairman to dismiss any vendor that is not cooperating with the above-mentioned warning. We appreciate your cooperation in this matter and look forward to your participation in a great festival.

Vendor’s signatures verifying that he/she has read and understands all above statements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date