



**Clive Festival Business/Food Vendor Application
July 19,20,21 2018**

www.clivefestival.com

PO Box 71282, Clive, Iowa 50325

Office Use Only

Date Received _____
Accepted _____
Declined _____
Amt Due _____
Check Received _____
Notification Sent _____

Festival Hours are 4:30 to 10 Thurs, 5 to 11:30 pm Friday, 7:00 a.m. to 11:30 p.m. Saturday. This is an outdoor show and subject to the elements. No Refunds.

This agreement is made and entered into by and between the Clive Festival Committee and

Business Name		Authorized Agent/ Booth Holder	
Daytime Phone	Email Address	Web Address	
Address	City	State	Zip Code

Type of Booth You Are Bringing:

- Pop up Tent
- Structure/Building
- Trailer
- Food Truck

Water / Electrical:

- I need water provided (hookup)
- I will be bringing my own generator
- I will need electrical \$60/day

Days You Plan to Attend:

- Thursday July 19
- Friday July 20
- Saturday July 21

Type of Vendor

- Food *Fee \$100/day*
- Arts/Craft/ For-Profit *Fee \$50/day*
- Non-Profit *Fee \$35/day*

Please Briefly Describe your Product/Business, what items you intend to sell and your range of prices for your items: _____

Requirements:

Please submit this application along with your fees and Proof of Liability Insurance **no later than June 1st** in order for your booth to be considered. If this is your first year attending our festival- please include pictures of your booth set-up and what you plan to sell. Vendors will be chosen according to date submitted (earlier submissions given priority), space available, and festival needs in order to maintain a variety and balance of vendors. You will receive notification in writing no later than June 10th after the application review by the festival vendor committee.

Each Vendor shall comply with the following rules and regulations in addition to complying with any and all statutes and ordinances of the State of Iowa, Polk County and City of Clive pertinent to the Vendor's participation in the Festival, including, but not limited to, statutes and ordinances affecting gambling, health and sanitation, building, electrical construction, maintenance, and fire safety. Each vendor is responsible for all of their own permits and exemptions including sales tax forms. Each visitor is responsible to obtain necessary permits and insurance. This is a family-oriented event. The Vendor Committee reserves the right to refuse rent of space to anyone and to regulate the types of

items offered for sale. Any violation of these rules and regulations or of referenced statutes and ordinances shall result in immediate forfeiture of all rights and participation in the Festival, including any moneys deposited to secure participation in the Festival.

- Vendors participating all 3 days will receive a \$25 discount.
- Vendor Fee, Proof of liability insurance. and application are due by June 1, 2018 to reserve your booth.
- You may elect to email insurance and application to eblen1lk@gmail.com. Otherwise they may be mailed along with check payable to “Clive Festival” to Clive Festival Committee PO Box 71282, Clive, Iowa 50325.
- If we are unable to accommodate your booth this year, we will return your voided check in the mail by June 15th.
- Checks postdated or returned unpaid by the bank are subject to a \$25.00 service fee and/ or disqualification.
- The Vendor Committee reserves the right to remove a booth from the Festival if the booth is constructed in an unsafe manner.
- Arts & Crafts/ Business/ Promotion/Non Profit vendor booths may not sell food or drinks of any kind.
- Vendor’s booths and the area around them must be kept clean of all refuse, rubbish, and garbage, which will be deposited in the containers provided.
- This is a no smoking event and there will be signs posted at the Festival.
- You may set up anytime on the day of serving as long as they are ready to serve by 5:00 on Thursday/Friday and 4:00 PM on Saturday. You must serve until the fireworks display at 9:45. You are welcome to stay and serve until 11:30 pm each evening, if you choose to.
- Each food vendor will be allowed to park one vehicle by their booth each day you are serving. You may drive other vehicles in to drop off supplies, but must park them in the designated festival parking areas. We will have volunteers available to help you unload equipment.
- You must remove all of your booth/ equipment by noon on Sunday, July 23.
- The Clive Festival Committee reserves the right to prohibit any booth which is in its opinion not keeping with the character of the celebration. This reservation concerns persons, objects, conduct, printed matter, types of food, and all other items that affect the character of the celebration.
- All booths and displays must comply with all the rules and regulations of the local Fire Department, City Inspector, and County Health Department.
- The Clive Festival Committee will not be responsible for any injury that may arise to vendors or their employees or for the loss or damage to any booth or its contents by reason of weather, fire, accident, theft, or any other cause.
- The rules and regulations set forth in this information sheet are hereby incorporated in and made part of the registration.
- Each vendor must provide proof of **liability insurance** for a minimum of one million dollars of coverage.
- All trash must be carried away from festival site and/or disposed of in dumpsters indicated on map of site.
- Water is available, if you bring your own hose.
- Vendors are encouraged to bring their own generator, some electrical is available for a fee, however there is a limited amount of electric so this will be available on a first come-first serve basis.

Vendor agrees that it will protect, defend, hold harmless and indemnify the Clive Festival Committee, City of Clive, their directors, officers, agents, employees, and volunteers from and against any and all expenses, claims, actions, liabilities, attorney fees, damages and losses of any kind whatsoever, actual or alleged, resulting from or concerned with the participation as a Vendor in the Festival. The Clive Festival Committee, City of Clive shall not be liable for any loss or damage to any merchandise or personal property in or about Vendor’s booth(s) regardless of the cause of such loss or damage.

I, the undersigned, dutifully swear that I have thoroughly read this contract. By signing this application, I acknowledge and accept all terms of this contract.

Signed: _____

Dated: _____