



## VENDOR BOOTH APPLICATION FORM

**\* PLEASE PRINT CLEARLY – ALL INFORMATION IS REQUIRED!**  
**FESTIVAL OF NATIONS – SATURDAY, SEPTEMBER 17, 2016**  
**11:00 am to 5:00 pm**

Contact Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail (Remember: Legible!): \_\_\_\_\_

Specific description of product (*This will ensure you are not next to another vendor selling the same product.*) \_\_\_\_\_

Dimensions of your food cart or vehicle: \_\_\_\_\_ X \_\_\_\_\_

**Other items to attach:** ☐ Menu (for Food Vendors) ☐ Proof of 501(c) 3 status (if you are a Non-Profit)

**Cost for a 10' X 10' booth space: (Bring your own table, chairs & canopy.)**

☐ Food Vendors - \$75 or \$100 if in vehicle larger than 10' X 10'

☐ Non-Food Vendors - \$50 ☐ Nonprofit - \$25 (Please attach a copy of 501(c)3 with this application)

☐ DMA Tabling Equipment - \$75 (Canopy, table & chairs) **Submitted with this application \$ \_\_\_\_\_ (Check payable to "Division Midway Alliance" and write "Vendor" in the memo). You may pay using Paypal. Please be sure to write your info in the Memo space and mail Paypal receipt with your completed vendor form.**

### Booth Set-up:

☐ **Spaces are in the Division Center Parking Lot, 122<sup>nd</sup> & Division St. and are allocated first come, first paid basis.**

☐ All food vendors must obtain or have a Multnomah County Temporary Restaurant License (503) 988-3400

([www.mchealthinspect.org/tempfood.html](http://www.mchealthinspect.org/tempfood.html))

☐ Propane? Obtain a Portable Propane Cooking Devices Permit (#300.71) from Portland Fire and Rescue: 503- 823-3712

☐ Provide a trashcan & please take trash with you. ☐ No electricity will be provided. Whisper quiet generators

### Responsibilities of Vendors and Artists:

All vendors and artists will be expected to conduct themselves in a professional and courteous manner, respectful of the community spirit being promoted by the Midway Festival of Nations. All permits required (food or propane) are required.

**Check-in between 9:30am and 10:00am at the information booth or your space will be reassigned. All vendors and artists must be set up before 10:30 am. Do not park vehicles in the parking lot. A separate parking lot will be available for vendor use.**

### Terms and Conditions

In consideration for acceptance of applicant's registration, applicant agrees to (1) release the Midway Festival of Nations planning committee and DMA (parent organization) from any claims of any nature for damages and/or injury to person or property and (2) to indemnify, defend and hold the Midway Festival of Nations planning committee and DMA (parent organization) harmless for any "Acts of God", damages or claims for damages caused or related to private or public property. For the purpose of this paragraph and this document, Midway Festival of Nations planning committee and DMA (parent organization) refers to its members, officers, directors, agents, sponsors and affiliates.

**Applicant has read, understood and agrees to the terms and conditions as stated:**

Vendor printed name \_\_\_\_\_

Vendor's signature \_\_\_\_\_ Date \_\_\_\_\_

All applications must be accompanied with payment and attachments. Mail completed application to:

Division Midway Alliance

11918 SE Division Street, PMB #386

Portland, OR 97236

[Application Deadline until full \(limited number available\)](#)

Questions or more info? Call Nancy Chapin @ 503.313.1665, [nchapin@tsgpdx.com](mailto:nchapin@tsgpdx.com)



▲ Division  
△ Midway  
▲ Alliance