



2018 Flathead Celtic Festival Vendor Application, Guidelines, and Agreement

The Flathead Celtic Festival is an outdoor event. Vendors will be required to provide their own generators and covers, tables, chairs, canopies and facilities. Arts & Craft exhibitors will be responsible for securing all necessary permits. All vendors/exhibitors will need the approval of the Flathead Celtic Festival to be designated a sanctioned vendor/exhibitor. The Flathead Celtic Festival reserves the right to approve or disapprove vendor participation.

Event Location-

Herron Park, Kalispell (alternative venue pending)

Friday and Saturday, September 14th and 15th

Friday 4- 7pm and Sat. 9:00am - 6:00 pm

Set up starting 12noon Friday and tear down Saturday 6pm

1. No person or vendor will be permitted to distribute printed or advertising matter, solicit funds, or display merchandise other than that which is contracted.
2. Use of gongs, strobe lights or other noisy distracting paraphernalia is prohibited.
3. All booths must be open and have personnel in attendance during posted event times.
4. The Flathead Celtic Festival will assign vendor spaces and reserve the right to reassign when necessary.
5. We welcome your pets. Please keep them within your booth space and **under control**.
6. Non-profit vendors must provide a current copy of non profit status along with payment.
7. Refund Policy:
 - 90 days prior to 9/14 = 100% of vendor fees
 - 60 days prior to 9/14 = 50% of vendor fees
 - 14 days prior to 9/14 = No Refund
 - No show = No refundRefunds must be requested by email, or USPS mail. The above regulations are subject to change. Please see Vendor coordinators for further information.

ALL FOOD & BEVERAGE VENDORS MUST SHOW PROOF OF COMPLIANCE AND APPROVAL FROM THE FLATHEAD COUNTY HEALTH DEPARTMENT IN ORDER TO PARTICIPATE IN THE 2018 FESTIVAL.

DEADLINE FOR VENDOR APPLICATIONS IS SEPTEMBER 1, 2018

**** APPLICATIONS SUBJECT TO APPROVAL BY THE FLATHEAD CELTIC FESTIVAL VENDOR COMMITTEE****



2018 EXHIBITOR/VENDOR APPLICATION (Please print)

No applications accepted after September 1st, 2018 and those accepted within 30 days of the event will not be eligible for refunds, if cancelled

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Please describe your wares and how they fit with the **Celtic** Festival:

Cost per 12'x12' space is \$40 for Arts & Craft and \$65 for Food & Beverage and Interactive games and Exhibits (i.e. bouncy houses, etc...) for Friday afternoon/evening and Saturday morning. Non-profit and Youth organizations please contact Rob Eberhardy for more information. Please make checks payable to the **Flathead Celtic Festival** and send completed application and payment to:

Flathead Celtic Festival
P.O. Box 10913
Kalispell, MT 59904

Karen Fehlman, 406-253-8468 or karsander@gmail.com
Rob Eberhardy, 406-314-2568 or flatheadcelticfestival@gmail.com

I have read the terms and conditions outlined in the accompanying letter and agree to abide by them.

Signature: _____ **Date:** _____



2018 VENDOR INFORMATION

- Food & Beverage vendors must provide all equipment necessary for food and/or beverage service. Each booth shall comply with Flathead County Regulations. **All Food & Beverage vendors need to register with the Flathead County Health Department and secure necessary permits. Contact the Flathead Health Department for regulation information and approval prior to submitting your application.**
- Exhibitors/vendors will be allowed to place other signs, banners, flags, etc. inside their area.
- Exhibitors/vendors will supply to the Flathead Celtic Festival a list of items intended for sale or display at the festival. Please provide pictures, *if available*, with your application. The Flathead Celtic Festival has the right to disallow any item or items from being displayed, sold or given away at the festival.
- Vendor's décor must be in keeping with the Celtic theme of the festival and is encouraged.
- There will be designated areas for Food & Beverage booths and for the Arts & Crafts booths. The Flathead Celtic Festival will make all final determinations regarding booth placement.
- The Flathead Celtic Festival will provide security and trash removal throughout the event. Exhibitors/vendors will be expected to keep the areas around their booths clean and free of debris.
- Exhibitors/vendors will be expected to have their booths completely set up at **least 1 Hour** prior to the start of the festival as there will be no vehicles allowed inside the festival area for deliveries or set up during the festivities. You are expected to remain open until the close of the festival.
- Exhibitors/vendors will be notified of drop-off for loading and unloading their wares as well as locations to park vehicles during the event.
- Exhibitors/vendors will comply with all local, city and state rules and regulations.
- Exhibitors/vendors will supply all necessary items to accomplish these goals.
- The festival will take place rain or shine and all fees are non-refundable starting 14 days before the event.

I have read and agree to comply with the above terms and conditions.

Name _____ **Date** _____

Applicant agrees to defend, indemnify and hold harmless Flathead Celtic Festival, Flathead County Park System, and any related affiliates, associations or subsidiaries and their officers, directors, trustees, employees, representatives and agents from any and all loss to persons or property, including costs, all expenses and attorney's fees incurred or arising out of facts or omissions of the Applicant or any of its employees, representatives or agents in connection with each exhibitor/vendor activity.



2018 VENDOR/FESTIVAL AGREEMENT

This agreement is made and entered into by and between the Flathead Celtic Festival and the vendor identified below (“vendor”). Vendor wishes to participate in the 2018 Flathead Celtic Festival (“the festival”), an event scheduled for September 14th and 15th, 2018 in Kalispell, Montana.

The parties agree:

1. Subject to Vendor’s compliance with this Agreement, Flathead Celtic Festival will allow Vendor to sell, distribute and display the products and wares described in the Vendor application during the festival. Subject to the terms and conditions of this Agreement, Vendor agrees to sell, distribute and display at the festival space the products and wares described in the Vendor Application that meet the terms and conditions of this Agreement.
2. Vendor agrees that no less than 30% of the items offered for purchase by Vendor will be of an authentic Celtic nature, which items may be handcrafted, prepared or manufactured. Items that may not be sold include drugs or drug paraphernalia, tobacco-related products, items with adult only content or anything deemed inappropriate by the Flathead Celtic Festival staff.
3. Vendor understands and agrees that the Vendor spaces are assigned on a vendor loyalty, first come, first-served basis based on receipt of Vendor Application, space preferences, and payment by vendor. Vendor understands that space assignments are not guaranteed.
4. Vendor agrees to the set-up and tear-down schedules as outlined in the Vendor Information provided above. Vendor must be set up and open when the Festival begins and remain open during Festival hours and that any items, structures or vehicles not directly in use as a part of the Vendor space must be removed from the grounds and into designated parking not later than 8:30 am on Saturday.
5. Vendor agrees that in no event is the Flathead Celtic Festival, its volunteers or partnering entities liable to Vendor or any third party for any theft, damage, injury, loss or death or any cause of action whether arising in tort, contract or otherwise.
6. The Flathead Celtic Festival will provide for security officers who will patrol during Festival hours, and overnight security personnel, as necessary. However, please note that the Festival venue is a large and fairly open space. The Flathead Celtic Festival cannot take responsibility for loss of or damage to Vendor property. As well as staffing its space during Festival hours, we recommend that Vendor take reasonable steps to secure its goods during the Festival.
7. Vendor agrees to comply with all local laws and ordinances and will maintain a standard of behavior that is suitable for this family-oriented event. Should a Vendor or its staff fail to conduct themselves appropriately and engage in behavior which has been deemed unsuitable by the Flathead Celtic Festival, the Vendor will be asked to close the Vendor booth and vacate the premises. This includes report or evidence of overindulgence of alcohol, any use of illegal substances or other offensive behavior (e.g., loud and disruptive or inappropriate speech or language) or damage to grounds (i.e. lawn, parking lot, county property, etc....)
8. Vendor agrees to provide its own means of shade or shelter for outside spaces and is responsible for its own set-up and tear-down operations.

Signature: _____

Date: _____

If you have any questions or concerns before/during/after the festival please contact;

Karen Fehlman, 406-253-8468 or karsander@gmail.com

Rob Eberhardy, 406-314-2568 or flatheadcelticfestival@gmail.com