



QUEERFEST

Seattle's 2007 Pride Festival
Presented by Seattle LGBT Community Center

Vendor Rules and Regulations

Application Deadline: Applications must be received by 6/15/07. Applications without booth fees will not be considered.

Vendor Notification: Vendors will be notified as to acceptance by email or phone upon receipt of application. Load-in information will follow by email. If you do not have email access, you will be notified of your Load-in information by phone. Please include a contact phone number on your vendor registration form.

Cancellation Policy: If you cancel on or before 6/15/07 your booth fee and business license fee are refundable. After June 15, 2007, there are NO refunds.

Seattle City License Fee: Seattle LGBT Community Center is required by the City of Seattle to collect a Seattle City Business License number OR a temporary vending license fee from all vendors. If you do not have a Seattle Business License, you will be charged a \$5 license fee plus a \$5 administrative fee (\$10 total in addition to your booth fee.)

Department of Revenue Registration Number/UBI Number: We are required by the Washington State Department of Revenue to collect your Washington State Business Registration number (UBI number). If you have one, please provide it on your application. If you do not have one, both permanent (fee) and temporary (no fee, maximum use 2 times per year) permits are available from the state by calling (206) 956-3002.

Booth Set-up & Display: Vendors are responsible for providing all signs, tents, tables and other equipment for their set up. Equipment may be rented from the Seattle LGBT Community Center QueerFest preferred provider and delivered to your space the day of set-up. For further information, please see Equipment Rental Form for further information and reservation.

Categories: Only the items/services reflected on your application may be sold in your booth. For example, if you applied for an original craft booth, you may not sell imported items.

Hours of Operation: All vendors must be open Saturday, June 23rd, 2007 from 10:30 am to 8:00 pm.

Load-in/Load-out: Fair Load-in will take place on Friday evening and Saturday morning. You will be contacted by email or phone with further instructions. Load-out will begin on Saturday evening, approximately ½ hour after booths close. No vehicles will be allowed to load out until the Event Manager determines that it is safe, i.e., the streets are clear of pedestrian traffic. Do not expect to be able to drive your vehicle to the loading area until 8:30 p.m. on Saturday. **ABSOLUTELY NO EXCEPTIONS WILL BE MADE.**

Parking: Vendors will be responsible for finding their own parking outside the park. Be sure to take note of all posted restrictions.

Clean-up: Vendors are responsible for cleaning up their booth site. All refuse must be taken to the appropriate dumpsters.

Vendor Agreement:

The undersigned agrees to hold harmless all of the employees of Seattle LGBT Community Center, the City of Seattle, and QueerFest Seattle's 2007 Pride Festival staff from and against all liability which may accrue to the undersigned as a result of participation in QueerFest.

Compliance: The undersigned also agrees to comply with all event, state and local regulations and to follow directives of event staff and volunteers.

I have read the above rules and agreements and will abide by them throughout QueerFest.

Business Name: _____ Printed Name: _____

Signature: _____ Date: _____