

KODIAK CRAB FESTIVAL

MAY 25-29, 2017

APPLICATION DEADLINE:

MAY 1, 2017



KODIAK CRAB FESTIVAL 2017
BOOTH SITE APPLICATION & AGREEMENT

******* APPLICATION DEADLINE – MAY 1, 2017 *******

ORGANIZATION INFORMATION

Name of Organization _____ (Circle one)
PROFIT NON-PROFIT

Person in Charge of Booth _____ Contact Telephone Number _____

Mailing Address _____ City _____ State _____ Zip _____

E-mail Address _____ Phone(day) _____ (night) _____

TYPE OF BOOTH

Food Booth – What will you be selling _____

Will you be using an outside charcoal/propane grill? (circle one) Yes No If yes, how many? _____

Food Booth Vendor paperwork completed & returned to DEC? (circle one) Yes No

Merchandise Booth – What will you be selling? _____

Game Booth – What games will you be providing? _____

(Games of Skill & Chance are governed by and must be operated in accordance with Alaska Statutes. You must have an Alaska State permit for Games of Skill and Chance. This applies to all profit and non-profit enterprises. For more information, contact the State of Alaska Dept. of Revenue, Charitable Gaming Division at 907-465-2229.)

Other (specify) _____

*Walking vendors must pay the minimum vendor 10x10 booth cost.

LIABILITY INSURANCE

All vendors are required to carry **Comprehensive General Liability insurance for the duration of the Kodiak Crab Festival at limits of \$2,000,000.00 Aggregate/\$1,000,000.00 Occurrence.**

The policy must name Kodiak Area Chamber of Commerce as an additional insured and a Certificate of Insurance must be provided to the Kodiak Area Chamber of Commerce prior to the start of the Kodiak Crab Festival.

***** Liability Insurance documentation must be returned with Booth Application & Agreement *****

BOOTH SPACE MEASUREMENTS (Your booth space will be 10 feet deep, unless indicated otherwise)

ACTUAL BOOTH DEPTH (see diagram) _____ (Booth spaces are 10 feet deep. An additional fee of \$1.25 per square foot for non-profit & \$2.50 for businesses/individuals will be charged for any booth size deeper than 10 feet deep.)

ACTUAL BOOTH LENGTH (measure from hitch to bumper – see diagram) _____

ACTUAL BOOTH SIZE (Actual booth DEPTH x Actual booth LENGTH): _____ **X** _____

◆ NON-PROFIT GROUPS ONLY ◆

**** Additional charge includes 5 extra feet for charcoal/propane grill along side of booth.**
 (Example: 10x10 physical booth size with outside grill will have a total space of 10x15 for a cost of \$200.00)

Please circle appropriate category

Midway Frontage Requested	Vendor <u>WILL NOT</u> Be Using Outdoor Grill	Vendor Will Be Using Outdoor Grill **	ENTER AMOUNTS
10x10 FEET OR LESS	\$150.00	\$200.00	_____
10x11 FEET	\$162.50.....	\$212.50.....	_____
10x12 FEET	\$175.00.....	\$225.00.....	_____
10x13 FEET	\$187.50.....	\$237.50.....	_____
10x14 FEET	\$200.00.....	\$250.00.....	_____
10x15 FEET	\$212.50	\$262.50	_____
10x16 FEET	\$225.00.....	\$275.00.....	_____
10x17 FEET	\$237.50.....	\$287.50.....	_____
10x18 FEET	\$250.00.....	\$300.00.....	_____
10x19 FEET	\$262.50.....	\$312.50.....	_____
10x20 FEET	\$275.00	\$325.00	_____
10x21 FEET	\$287.50.....	\$337.50.....	_____
10x22 FEET	\$300.00.....	\$350.00.....	_____
10x23 FEET	\$312.50.....	\$362.50.....	_____
10x24 FEET	\$325.00.....	\$375.00.....	_____
10x25 FEET	\$337.50	\$387.50	_____
10x26 FEET	\$350.00.....	\$400.00.....	_____
10x27 FEET	\$362.50.....	\$412.50.....	_____
10x28 FEET	\$400.00.....	\$450.00.....	_____
10x29 FEET	\$412.50.....	\$462.50.....	_____
10x30 FEET	\$400.50	\$450.00	_____

For larger booth sizes, please contact the Kodiak Chamber at 907-486-5557.
 Walking Vendors must pay the minimum 10x10 vendor booth cost.

TOTAL MIDWAY FRONTAGE REQUESTED

My booth will fit within a 10 foot deep space (circle one): Yes No

ADDITIONAL SPACE (In addition to Booth Size) \$1.25 per square foot extra.....

CORNER SPACE (In addition to Booth Size) \$150.00 extra.....

Allows vendor to operate out of front and one side

ELECTRICAL ***

All vendors should come prepared with enough power cord to reach at least fifty feet (50') from the power panels to your booth. See page 7 of the Vendor Handbook regarding special twist lock plugs required for electricity.

FEE PER OUTLET CONNECTION \$40.00 FLAT FEE
 USED FOR VENTILATION OR LIGHTING (Basic) (per outlet connection).....

USED FOR COOKING, HEATING, REFRIGERATORS,
 FREEZERS OR OTHER APPLIANCES BEYOND BASIC VENTILATION OR LIGHTING (Full power service) \$70.00 FLAT FEE
 (per outlet connection)

LIMITED 220 VOLT POWER \$85.00 FLAT FEE
 USED FOR DEEP FAT FRYERS OR GRIDDLES (per outlet connection)

Garbage Disposal fees **\$75.00**

(If grease or charcoal is disposed of improperly, dumped on ground or placed into storm drains, you will be invoiced for actual clean-up cost.)

TOTAL FEES (Remit with application).....

♦ BUSINESSES OR INDIVIDUALS ONLY ♦

**** Additional charge includes 5 extra feet for charcoal/propane grill along side of booth
 (Example: 10x10 physical booth size with outside grill will have a total space of 10x15 for a cost of \$375.00)**

Please circle appropriate category

Midway Frontage Requested	Vendor <u>WILL NOT</u> Be Using Outdoor Grill	Vendor Will Be Using Outdoor Grill **	ENTER AMOUNTS
10x10 FEET OR LESS	\$275.00	\$375.00	_____
10x11 FEET	\$300.00	\$400.00	_____
10x12 FEET	\$325.00	\$425.00	_____
10x13 FEET	\$350.00	\$450.00	_____
10x14 FEET	\$375.00	\$475.00	_____
10x15 FEET	\$400.00	\$500.00	_____
10x16 FEET	\$425.00	\$525.00	_____
10x17 FEET	\$450.00	\$550.00	_____
10x18 FEET	\$475.00	\$575.00	_____
10x19 FEET	\$500.00	\$600.00	_____
10x20 FEET	\$525.00	\$625.00	_____
10x21 FEET	\$550.00	\$650.00	_____
10x22 FEET	\$575.00	\$675.00	_____
10x23 FEET	\$600.00	\$700.00	_____
10x24 FEET	\$625.00	\$725.00	_____
10x25 FEET	\$650.00	\$750.00	_____
10x26 FEET	\$675.00	\$775.00	_____
10x27 FEET	\$700.00	\$800.00	_____
10x28 FEET	\$725.00	\$825.00	_____
10x29 FEET	\$750.00	\$850.00	_____
10x30 FEET	\$775.00	\$850.00	_____

For larger booth sizes, please contact the Kodiak Chamber at 907-486-5557.
 Walking Vendors must pay the minimum 10x10 vendor booth cost.

TOTAL MIDWAY FRONTAGE REQUESTED _____

My booth will fit within a 10 foot deep space (circle one): Yes No

ADDITIONAL SPACE (In addition to Booth Size) \$2.50 per square foot extra..... _____

CORNER SPACE (In addition to Booth Size) \$150.00 extra..... _____
 Allows vendor to operate out of front and one side

ELECTRICAL ***

All vendors should come prepared with enough power cord to reach at least fifty feet (50') from the power panels to your booth. See page 7 of the Vendor Handbook regarding special twist lock plugs required for electricity.

FEE PER OUTLET CONNECTION \$40.00 FLAT FEE
 USED FOR VENTILATION OR LIGHTING (Basic) (per outlet connection)..... _____

USED FOR COOKING, HEATING, REFRIGERATORS,
 FREEZERS OR OTHER APPLIANCES BEYOND BASIC
 VENTILATION OR LIGHTING (Full power service) \$70.00 FLAT FEE
 (per outlet connection) _____

LIMITED 220 VOLT POWER \$85.00 FLAT FEE
 USED FOR DEEP FAT FRYERS OR GRIDDLES (per outlet connection) _____

Garbage Disposal fees **\$75.00**

(If grease or charcoal is disposed of improperly, dumped on ground or placed into storm drains, you will be invoiced for actual clean-up cost.)

TOTAL FEES (Remit with application)..... _____

Cancellation and Refund Policy:

Any cancellations or changes to this contract **MUST BE IN WRITING** and received by our office no later than **May 1, 2017**. Upon written request, refunds will be made, less a \$50 service fee. **After this cancellation date - NO REFUNDS will be made.**

VENDOR APPLICATIONS SUBMITTED AFTER MAY 1, 2017: Add an additional \$100.00 late processing fee.

Important note: No vendor may drive any spike, stake or other object into the pavement. This will be strictly enforced!

<i>I/We have read and understand the rules and conditions set down for the Crab Festival booth operation.</i>	
<i>I/We hereby contract for exhibition space(s) and agree to the rules and conditions stated herein.</i>	
Signature _____	Date _____
(Individual, Business or Non-Profit Representative)	

MAKE CHECKS PAYABLE TO: **Kodiak Chamber of Commerce**

IF PAYING WITH A CREDIT CARD, PLEASE FILL IN BELOW OR CALL THE CHAMBER AT 907-486-5557:

Visa Master Card

Credit Card # _____ - _____ - _____ - _____ Exp. Date _____

Name on Card _____

Authorized Signature _____

MAIL BOOTH SITE APPLICATION AND AGREEMENT WITH YOUR PAYMENT IN FULL TO:

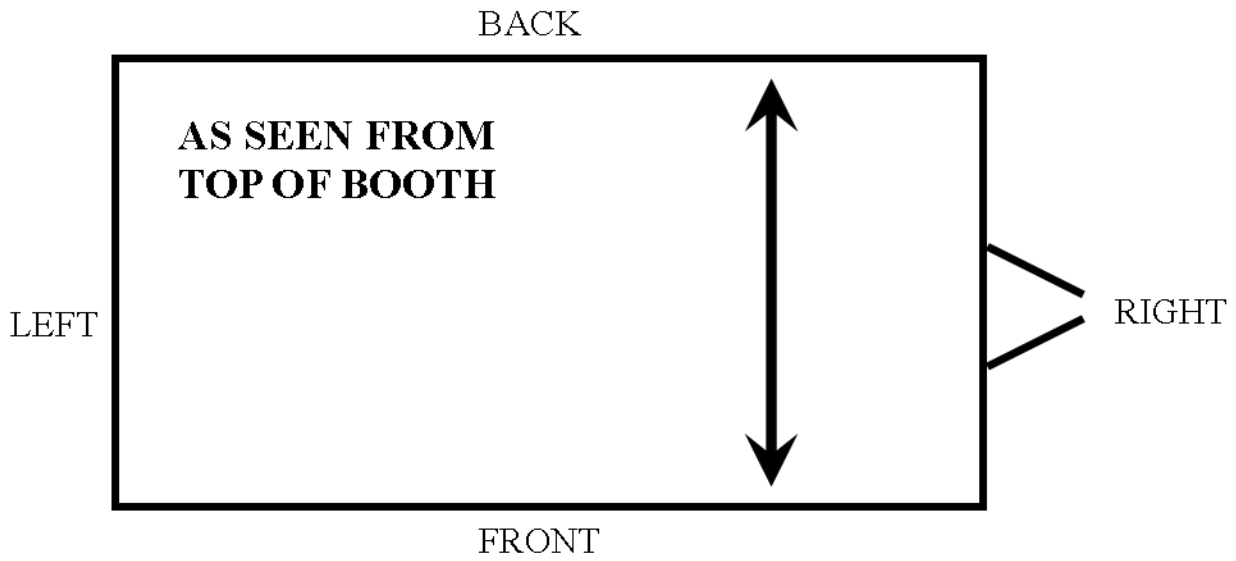
**Kodiak Chamber of Commerce
100 E. Marine Way, Suite 300
Kodiak, Alaska 99615**

GRILLS - All vendors who will be using a charcoal or gas barbecue grill **MUST** place the grill adjacent to their booth. **NO GRILLS WILL BE ALLOWED IN THE SPACE IN FRONT OF THE BOOTHS.** Those vendors using charcoal grills must have a bucket in which to dispose their charcoal and grease. No grease or charcoal refuse shall be dumped on the ground or in a storm drain. Failure to properly dispose of grease or charcoal refuse will result in additional actual clean-up charges in addition to a fee. These fees will be invoiced to you and you will be denied future participation in the Kodiak Crab Festival until all associated fees are paid in full.

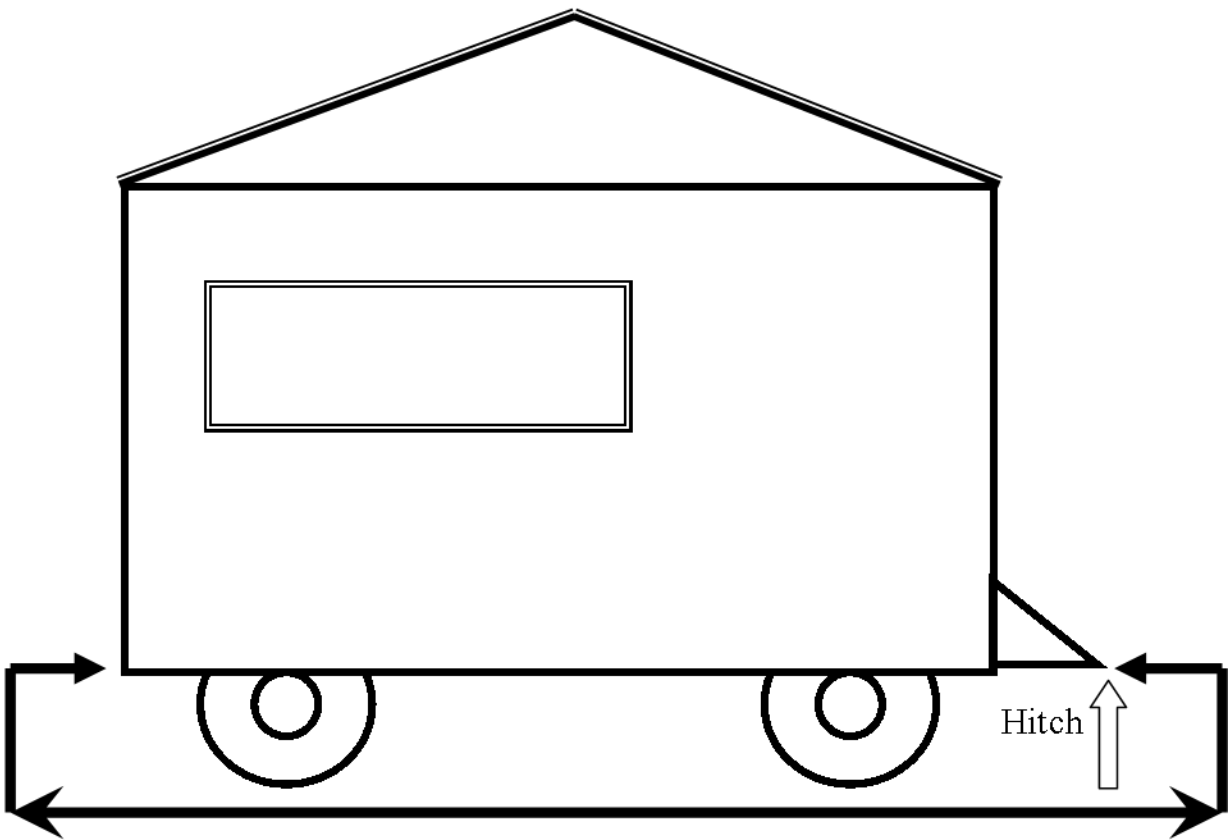
OFFICE USE	
<input type="checkbox"/>	Chamber Master
<input type="checkbox"/>	Insurance
<input type="checkbox"/>	Map
<input type="checkbox"/>	Group

FOR OFFICE USE ONLY	
RECEIVED: \$ _____	
<input type="checkbox"/> Check # _____	<input type="checkbox"/> Cash <input type="checkbox"/> Visa <input type="checkbox"/> Master Card
PAYMENT RECEIVED FROM: _____	
DATE RECEIVED: _____	RECEIVED BY: _____
CANCELLED BY: _____	
DATE NOTIFIED: _____	RECEIVED BY: _____

Vendor Booth Measurements



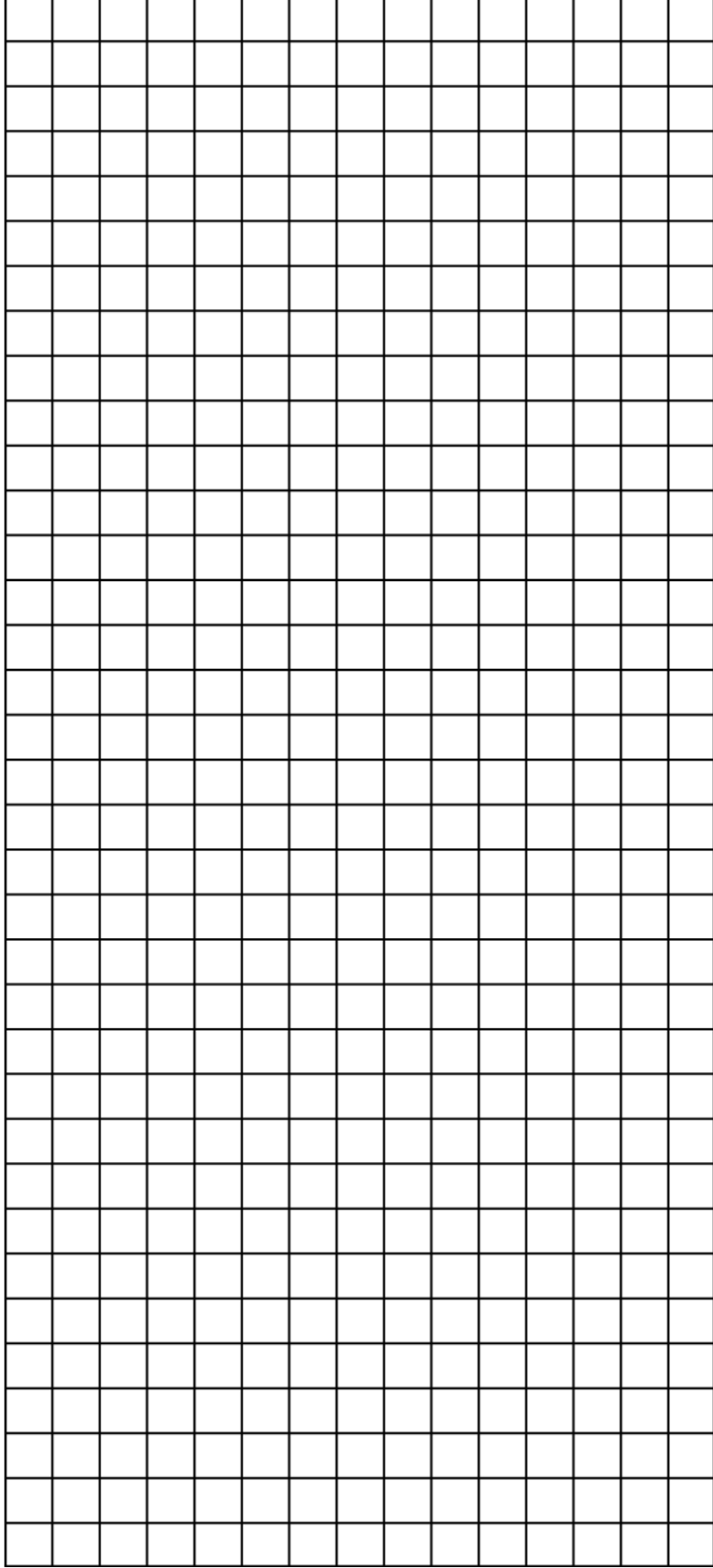
BOOTH DEPTH _____



BOOTH LENGTH _____

Vendor Booth Measurements

Please provide detailed drawing of booth.
Be sure to include hitch, along with location of doors(s), propane tanks and grills.



1 square = 1 foot