

Vendor Agreement Form



24rd ANNUAL TIBET FEST 2019

August 24th & 25th
Seattle Center Armory, Seattle WA

Business/Organization: _____

Email: _____ **Tel:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Contact: _____

SEATTLE BUSINESS LICENSE # _____

* If you do not have a Seattle business license, we are required to charge a fee of \$20 for a temporary vending fee. This is for both festival days. For information about how to obtain a Seattle Business License please call direct at (206) 684-8484. *Please list the products that you plan to sell or the service description: **(ABSOLUTELY NO GOODS MADE IN CHINA)**. We are looking for vendors who sell products that represent Tibet and the whole Himalayan region and vendors who exhibit information and/or products raising awareness about Tibet)

BOOTH FEES:(Booth size 10x10)

TYPE	BOOTH FEES	No. of booths	TOTAL
Arts and Craft	\$ 250		
Non-Profit Organization	\$ 150		
Food Booth	\$ 700		
Temporary Vending Fee (City of Seattle)	\$ 20		

GRAND TOTAL _____

DEADLINES: All applications must be signed and included with a full payment. Applications must be received by **July 21, 2019** to be considered. Please note space is limited, so we do not guarantee even if application filled by deadline. Booth spaces will be assigned by the TAW Board. After **July 21, 2019** applicants will be considered if space still available but not later than Aug 1 2019. **NO REFUNDS** for booth cancellations after **August 1st, 2019**. No exceptions.

BOOTH ASSIGNMENTS: We will do our best to accommodate your request. Keep in mind the festival organizers will determine what is best in order to meet our criteria and over all goals of the Festival. Should you have any questions in regarding this matter? Please contact the vendor coordinator.

LICENSE & TAXES: In order to participate in the 2019 Tibet Fest all vendors are required to have current City of Seattle Business License. If you don't have a current business license you must include the fee of \$20. Retail Sales taxes is the responsibility of the vendors.

ACKNOWLEDGEMENT: The festival organizers reserve the right to reject any application if the product does not meet the guidelines.

HOURS OF OPERATION: All vendors must have their booth ready to be opened by 11:00am. The armory will be open from 9:00am for general public. The actual hours of the festival as follow:

Saturday 11:00am to 5:00pm and Sunday 11:00am to 5:00pm

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LOAD-IN / LOAD-OUT: Load-in will take place on Friday afternoon (August 23th) and early Saturday morning. You will be mailed further instructions as advised by Seattle Center should you be accepted to the Tibet Fest. Load-out will take place on Sunday after the festival closes.

CLEAN UP: Vendors are responsible for cleaning up their booth site. We will have personnel walking around to make sure your location is completely clean before moving out.

AGREEMENT: The Festival Organizers (Tibetan Association of Washington) and Seattle Center implement all policies and are solely responsible for the management of the Festivals. Festival Organizers actions and/or decisions are final. Your signature on the application, payment of fees, and your participation as a vendor at the festival is acknowledgement of your understanding and compliance with these Rules and Regulations. Any conduct contrary to these rules and regulations or behavior that is offense or hazardous to the public or other vendors shall be just cause for Festival Organizers to immediately request vendor to cease such conduct. Festival Organizers may revoke said vendor's permit and request said vendor to immediately vacate the premises if vendor fails to comply with the request to vacate. Further, Festival Organizers may revoke all property of said vendor from the premises at their own expense. The Festival shall not be responsible for storage of said property and is released and held harmless for any loss or damage of said property as a result of such removal.

FESTAL COMMISSION: City of Seattle/Seattle Center collects 10% commission on all vendor sales at their respective festival. Commission is applied after sales tax is deducted from the gross sales amount. Tibet Fest is responsible to collect this commission directly from the vendors.

COMPLIANCE: *I have read the above rules and regulations and will abide ALL rules and regulations Throughout my association with Tibet Fest 2019.*

Signature: _____ **Printed Name:** _____

Business Name: _____ **Date:** _____

- 1) Did you participate in Tibet Fest 2018? Yes ___ No ___
- 2) Are you a current TAW member? Yes ___ No ___

Please submit the application and checks payable to **Tibetan Association of Washington.**

Mailing Address

Tenzin Chodak Woesung - Tibet Fest 2019

14067 23rd PL NE

Seattle, WA, 98125

If you have any questions, please contact Tibet Fest Vendor Coordinator at **tenzincwoesung@gmail.com** or **(206)779-8790**

(Any incomplete form may delay your registration)