



Multicultural Festival Vendor Application

230 Pioneer Street
Ridgefield, WA 98642
Tel: (360) 887-3557
www.ci.ridgefield.wa.us

The fee for vendors will be \$25, non-profit vendors will not be charged.

Company/Organization

Name

First

Last

Address:

Street Address

Address Line 2

City

State

Zip

Country

Phone

Email

Description of Merchandise and/or Activity:

Size of Canopy

Additional Information or Requirements:

Signature

Multicultural Festival - Vendor Information

Event Location and Hours:

September 1, 2018

9am-9pm

Downtown Ridgefield

Commitment: Vendors are expected to be completely set up and open for business on the day of the event and remain set-up and open until after the closing ceremony.

Set-Up/Clean-Up: You will receive set-up information upon receipt and approval of your application. All canopies, tables and displays must be removed on the day of the event.

Parking: Parking space is reserved for vendors and is free. You will be provided with a 'Vendor Pass' so please make sure you have it available for verification on the day of the event as I.D. and for parking.

Booth Space: This is an outdoor event. Vendors are responsible for providing a canopy, tables, chairs, and table coverings. There is no electricity available. Tables shall be set-up, maintained and staffed by vendors for the entire event. The booth space will be assigned and marked by the Planning Committee prior to the day of the event.

Sales/Taxes: Vendors are responsible for their own sales transactions and currency.

Application Guidelines:

1. Complete the Multicultural Festival Vendor Application.
2. Enclose a photo, drawing, website or other representation the item(s) you plan to sell, if any.
3. Mail or bring the application in with a photo and **check/cash of \$25** (or you may call and pay by credit card where a processing fee will apply) to: City of Ridgefield, c/o Multicultural Festival Vendor 230 Pioneer Street, Ridgefield, WA 98642

For more information, please contact Lee Knottnerus at
Lee.Knottnerus@ci.ridgefield.wa.us or 360-887-3557.

