

VENDOR INFORMATION

- We encourage all vendors to participate in our fair theme booth decorating contest. If participating, please indicate on your vendor application. Each participating vendor will be judged by our staff, and a booth will be chosen as the winner, given a ribbon to display, and will have their booth fee refunded.
- All applications will need to be approved by the fair board. Please submit your application and we will contact you for payment once your application has been approved.
- Every vendor must sign and return the Vendor Information page & the Hold Harmless form that is attached with this application.
- Please be sure to provide us with a full description of what you sell in your booth. If extra space is needed, please use the back of the application.
 - All vendors must submit a map/drawing/picture of the outer dimensions of their booth layout along with the application. Include pop-ups, trailers, & other stands, along with the number of electrical items you wish to have plugged in.
- Any food vendor must be sure you clear themselves with the Cowlitz County Health Department. They will contact us if they have not heard from our vendors as we get closer to our event. And they will come on the morning of the first day to check and clear all food vendors for event operation.
 - All spaces are filled on a first-come, first-serve basis. Spaces are assigned at the Vendor Manager's discretion. Booth assignments will be given upon check in to the event.
- All products and displays must be contained within the allotted space and must not overflow into the walkways or fine lanes. All items not in compliance will be removed without notice if the above rules & regulations are not followed.
- Electrical and water hook-ups are limited. Please make sure to provide a list of what you require electricity for. Fair board approval only. Hook-ups are not guaranteed when requested.
- Since hook-ups are not guaranteed, we highly recommend vendors have a generator available if needed.
 - Vendors must submit a certificate of insurance **if available**.
- All vendor booths must stay open and manned during designated hours. Food vendor hours are 11:30am – 9pm daily. Retail vendors are 11:30am-8pm daily. Food vendors must be ready to serve food items when the fair opens at 12pm. **No exceptions**.
 - Check in/Set up time begins Wednesday, July 15th @ 10am and ends at 8pm. Special arrangements may be made upon request. There is also set-up time on Thursday, July 16th from 7am-11am before the fair opens.

- All set-ups must be completed prior to the fair opening @ 11:30am, Thursday July 16th. The main gate will be open starting at 7am for setting up that morning.
- Tear down on Saturday, July 18th, is to be done in a safe and organized manner due to the fair still being open until 10pm. Or you may tear down on Sunday, July 19th starting at 8am. You are not to block roadways in the park to pack up and there is no driving on the grass while the fair is open.
- There is NO parking in the designated food area. Pedestrian safety is extremely important, and we cannot risk someone hitting a fair visitor.
- Every vendor must provide their own canopy tent(s). We also do not provide extension cords or hoses for electricity and water hook ups.
- Due to a sprinkler system, booth canopies cannot be staked down. They must be weighed down instead. NOTHING can be staked into the ground.
- All vendor tents and displays should be left overnight during the 3 day event. We have security to monitor our event and have never had theft issues. You can of course wrap your tents and displays for the evening.
- Vendor parking is available for all vendors in specified areas **ONLY**.
- There is no overnight camping allowed by vendors in the park or in the vendor parking. You may be asked to leave the event if you are caught sleeping in your vehicle.
- Vendors must have a Vendor Pass to enter the gates during fair hours. 3 free passes will be issued to each vendor. Any additional passes will cost \$5 per person. See the application page to purchase additional passes.
- Vendors are responsible for trash removal, in their booth and surrounding areas.
- NO DOGS are allowed at Haydu Park. No exceptions.
- This is a family environment. There is **no smoking or vaping at Haydu Park**.
- A signed copy of the Vendor Information page must be returned with your application.

Signature: _____ Date: _____

RV HOTEL OPTIONS:

The Port of Kalama does not allow overnight parking or camping at Haydu Park or surrounding Port owned properties. So please make sure you have arrangements for your overnight stay in Kalama during the fair. Below is a list of options for either camping or local hotels.

CAMP KALAMA RV PARK:

(360) 442-4722 – office@campkalamarvpark.com 5055 Meeker Dr. Kalama, WA 98625

MCMENAMINS KALAMA HARBOR LODGE:

(360) 673-6970 215 Hendrickson Dr. Kalama, WA 98625

BEST WESTERN WOODLAND INN:

(360) 225-1000 1380 ATLANTIC AVE. WOODLAND, WA 98674

COMFORT INN & SUITES KELSO:

(360) 425-4600 440 Three Rivers Dr. Kelso, WA 98626

RED LION HOTEL KELSO:

(360) 636-4400 510 S Kelso Dr. Kelso, WA 98626