

BMD, Inc.
PO Box 1297
Cottage Grove OR 97424
541-942-5064

BMD, Inc.
2009 Vendor Application

www.bohemiaminingdays.org
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THIS IS NOT A CONTRACT. SEND NO MONEY NOW.

Please fill out this application in total and send it back as soon as possible. Please note that approved vendors are not granted exclusivity in their product areas, however we will attempt to avoid having multiple vendors with the exact same product line where possible. An exact description of merchandise will allow us to accomplish this goal. Thanks for your support! Applications are due by April 15, 2009. Applications received after that date will be charged a \$10.00 late fee.

Section A: Information

Business/Booth Name: _____

Owner Name: _____

Mailing Add: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Fax: _____ Email: _____

Section B: Type of Vendor and Booth Size

_____ Arts/Crafts (Handmade)	Nonprofit discount based on 10 x 10 space.
_____ Commercial/Resale	\$35 _____ Non Profit (Information only)
_____ Services (Face painting)	\$75 _____ Non Profit (Fundraising)

Food Vendors: A festival menu is required with this application.

Food Vendors pay a flat fee in addition to booth space. Fee will be due July 18th by 5:00pm.

_____ Food - Full Service (\$400 fee) _____ Food – Single Item (\$250 fee)

Booth Size Needed:

Booth fees will be assessed by width and depth of booth. All vendor operations including storage and displays shall remain within the rented allocated area as stated below.

_____ 10 x 10 (\$110)	_____ 10 x 20 (\$220)
_____ 10 x 30 (\$330)	_____ 20 x 20 (\$440)

Section C: Description of Products/Service:

Please list items/services that will be offered within your booth. Food vendors please list menu items and send standard menu if possible.

Price range of listed items: _____

New Vendors: Please include 3-5 photos (CD preferable) or website information for viewing your products and your booth.

Section D: Services Required

All booth prices include at least (1) 120v circuit cord drop to within 50' of the booth. Vendors are required to provide the first 50' of extension cord for their needs. All cords must be grounded. Because of electrical limitations, propane usage is encouraged.

I will only be using lights at night/ or for product display lights (not to exceed 6 amps per booth).

I will be using an electrical appliance. What kind? _____

Food Vendors (list requirements not to exceed 40 amps per booth:

120v____ amps 240v____ amps _____ Propane _____ Other?

For any circuit other than a standard three prong 15A receptacle, vendors must inform BMD of specific information on type of receptacle or cord cap required, preferably the NEMA # of the vendors cord cap and there will be a \$50 one time charge for this service.

Will you need water hook up? _____ Is your product sensitive to sunlight? _____

Additional Needs:

Please read and sign the following agreement, fill out application completely and mail to:

BMD, Inc.
PO Box 1297
Cottage Grove, OR 97424

This application and all required attachments are due by April 15, 2009. After Bohemia Mining Days receives this form, it will be reviewed by the Board for acceptance or denial. Space is limited. Accepted vendors will be sent a contract by May 16, 2009. Bohemia Mining Days will attempt to contact vendors with incomplete applications by mail or phone.

Booth space fees and signed contracts and any other required documents will be due no later than July 4, 2009. Failure to pay your balance by due date will result in a forfeiture of your booth space.

Office Use Only

Date Received: _____ Returning Vendor?: _____ App. Complete?: _____

Vendor was: _____ Accepted. Contract sent: _____

_____ Denied. Notice Given: _____

Reason Given:

Vendor Agreement

- 1) Vendor agrees to abide by all applicable laws, ordinances and regulations pertaining to health, fire protection, and public safety. Craft vendors are recommended to have general commercial liability policy of insurance showing onsite coverage and food vendors are required to provide proof of general liability that lists Bohemia Mining Days and the City of Cottage Grove as additional named insured.
- 2) Event permits are mandatory for food booths (available from the Lane County Department of Health). No ground fires no ovens and a maximum of 2 electric griddles and refrigerators are allowed per booth. Dining tables are provided.
- 3) All booths shall be equipped with approved fire extinguisher (multipurpose 2A 10BC minimum rating) where heating device, open flame and electricity are used. Booths that cook food on site shall be equipped with a K-type fire extinguisher with a minimum rating of 20BC. Booths with a deep fryer are required to have a fire extinguisher with a minimum rating of 40 BC.
- 4) Propane cookers must be in a code-approved structure or outside of enclosed space and the tanks must be at least 10 feet from cooking area.
- 5) Space is limited, and is determined by BMD staff. Vendors are not guaranteed a booth space in the shade.
- 6) Vendor is responsible for providing the entire contents, decorations, and fixtures needed to complete their booth; including but not limited to: Tent/Shelter, tables, chairs, display racks, etc.
- 7) Absolutely no drugs or alcohol consumption permitted by Vendors, Agents or employees during work hours.
- 8) No early set up or removal without previous approval. Vendor booths are expected to remain open for business during festival hours. Vendors who do not adhere to this policy will not be allowed to participate in the future. Hours of Event: Thursday: 4pm – 10pm; Friday/Sat: 10am – 10 pm; Sunday: 11am – 2pm
- 9) Vendors, agents and employees of named vendor agree to hold harmless BMD, City of Cottage Grove, Agents, Employees, Citizen Volunteers, Sub-Contractors and all others for any theft or damage to said participant or the result of said participant, and any other cause beyond the control of those named herein.
- 10) Vendor agrees to set up designated booth before 4pm on Thursday, July 16th and will open for business during all festival hours until 2pm on Sunday, July 19th. No one may check in early under any circumstances.
- 11) Vendor agrees that all items sold must be listed and described on attached vendor application. BMD reserves the right to deny sale of any items not listed on your application.
- 12) Vendor shall keep the booth area in a clean and sanitary condition at all times. Vendor shall be responsible for removing any and all trash from their booth and surrounding area, disposing it in the designated recycling or trash container provided on site.
- 13) Camping/Staying overnight in booth space is not allowed. No camping facilities are provided in or around the park. Vendors are to make their own overnight arrangements. Limited dry RV spaces are provided 3 blocks from venue.
- 14) There are to be no vehicles parked on site during the event. For safety reasons, all vehicles must leave the park by 9am before event opens and will not be allowed back in until after close of event in the evening. No vehicles will be allowed into the park before close of the event at 2pm on Sunday.
- 15) Food vendors will adhere to the menu provided with this application.
- 16) There will be no cancellations after July 4, 2009.

I have read, understand and agree to the above.

Signature

Date