



BANDON CRANBERRY FESTIVAL FOOD & BEVERAGE VENDOR INVITATION

INVITATION TO FOOD AND BEVERAGE VENDORS

The Bandon Oregon Chamber of Commerce is pleased to host the Bandon Cranberry Festival. Our annual harvest festival, one of the longest-running festivals on the Oregon Coast, started in 1947 and has been hosted by the Bandon Chamber since 1997. The Annual Cranberry Festival is two full days and draws the largest attendance of any Bandon community event with approximately 12,000 residents and visitors in town through the weekend. We encourage vendors to apply and reserve lodging early.

EVENT DATES AND TIMES:

The Cranberry Festival invites vendors to join the festival the second weekend in September. Festival market hours are 11 am to 5 pm, Saturday and 10 am to 4 pm, Sunday. New this year, vendor locations will be in both Bandon Old Town and Bandon City Park. You have the choice to pick your location. Once a site is full, you will have the option to be placed in the alternative location.

APPLICATIONS:

The Chamber reserves applications for booth space for food, beverage, art, and hand-crafted or Oregon-made items. This is a juried show. To ensure the quality and variety of the products at our festival, the Chamber screens all applications on a first come first served basis. The Chamber limits the number of entries. You must submit non-returnable photographs of your product for consideration of booth space.

REGISTRATION:

For priority consideration as a vendor, we encourage you to return the following application form along with your registration fee as early as possible. **The Chamber will not consider your vendor application until we receive both your payment and registration form at the Bandon Chamber office.** Further, the Chamber will not finalize your vendor application until we have received all the following items: your check, both pages of the registration form, including a signed "Participation and Hold Harmless Agreement," current Health Department certification, if necessary, and proof of liability insurance. (A rider to your liability insurance naming the Bandon Chamber of Commerce and the City of Bandon as additional insured will suffice.)

CANCELLATION POLICY:

The Chamber will grant a refund of booth space rental only if the Vendor notifies the Bandon Cranberry Festival in writing thirty (30) days prior to the date of the event.

Thank you for considering participation in the Bandon Cranberry Festival. We look forward to seeing you in September.

Sincerely,
Cranberry Festival Director



The Bandon Cranberry Festival is hosted by the Bandon Oregon Chamber of Commerce.

300 2nd Street
Bandon, OR 97411
cranberry@bandon.com

BANDON CRANBERRY FESTIVAL VENDOR APPLICATION TERMS OF ENTRY



TERMS OF ENTRY FOR ALL VENDORS

- Cranberry Festival activities and the Vendor Markets will be located in Bandon City Park and Bandon Old Town. You will have a choice of where you want to vend.
- There is no overnight camping. Please contact local RV parks and motels for reservations.
- There is no onsite overnight parking available on the Cranberry Festival property. VENDORS must remove all vehicles from the Cranberry Festival property by 9 am Saturday.
- VENDOR must provide their own tent and display furniture.
- No early takedowns. If you take down early, you will not be invited to future Festivals.
- The Cranberry Festival may experience coastal fog, rain, and wind. Bring something to cover your items.
- Vendor spaces may be on asphalt, and afternoon winds may occur. Hence, we require a properly weighted tent. Tent weights strapped to each leg or heavy weights that slide over each leg are great options. 40 lbs. per leg is a great rule-of-thumb at any outdoor venue.
- All belongings must be inside your tent at night, covered and secured. We recommend zippered tent sides!
- The Cranberry Festival provides overnight patrols on Friday and Saturday nights. We do not guarantee your booth will be free from theft or damage.
- Cranberry Festival does not allow pets in your booth. (Service dogs excepted.)
- Cranberry Festival requires VENDOR to monitor and keep their space clean of spills and trash.
- The Cranberry Festival Committee reserves the right to prohibit the sale or distribution of merchandise that has the potential to create a nuisance, such as string-shooters, bomb bags, or water guns.
- Cranberry Festival does not permit the sale or raffle of firearms and controlled-substance paraphernalia.
- By participating, VENDOR authorizes any party to produce videos, take pictures, and record sound in connection with promotion of the Cranberry Festival. Further, VENDOR assigns and transfers their right for use and publishing electronically or in print.
- VENDOR agrees to use and pay for space as described and stay within their assigned space. Vendor spaces are assigned prior to arrival. All space assignments are final.
- VENDOR agrees to accept space assigned and will not sublet to anyone else.
- VENDOR will dump trash in dumpsters only and recycling only.
- VENDOR must clean up their own garbage at the end of the event. Dumpsters are available. VENDORS who do not clean up their booth space will not be invited to future Festivals.
- VENDOR is responsible for electrical cords with pigtails, licenses, fees, insurance, and if required, meeting appropriate Health Department regulations.

TERMS OF ENTRY FOR ON-SITE PREPARED FOOD VENDORS ONLY

- VENDOR may only sell food/beverages specified on their application form.
- VENDOR agrees to use only qualified labor.
- VENDOR shall strictly observe all pertinent laws, ordinances, and regulations pertaining to health and public safety.
- VENDOR shall have appropriate license, insurance, and local health department permits.

BANDON CRANBERRY FESTIVAL VENDOR APPLICATION
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***required field**

Name of Business*

Name of Owner/Responsible Party*

Mailing Address*

City, State, Zip*

Email*

Telephone*

Cell Phone*

ADDITIONAL APPLICATION INFORMATION

Cranberry Festival market hours are 11 am to 5 pm, Saturday and 10 am to 4 pm, Sunday. All booths must be set up and prepared by 10:00 am on Saturday. Early setup is highly encouraged. Vendors can set up early on Friday from noon to 7 pm.

HOLD HARMLESS AND RELEASE

In consideration of participation in the Bandon Cranberry Festival, I, on behalf of myself and all those who are participating in the Bandon Cranberry Festival with me, hereby release and forever discharge the City of Bandon, Bandon Chamber of Commerce, the Bandon Cranberry Festival Committee, and all of their officers, agents, employees, and representatives, and their respective heirs, successors and assigns, from any and all actions, causes of action, suits, proceedings, debt, dues contracts, judgments, damages, claims, and/or demands, whatsoever, in law or equity, that I, the undersigned, on behalf of myself and all those who are participating in the Bandon Cranberry Festival with me, my/our successors or assigns, ever had, now have, or may have in the future in connection with my/our participation in the Bandon Cranberry Festival.

Undersigned (***required field**):

Printed Name*

Signature*

Date*

BANDON CRANBERRY FESTIVAL VENDOR APPLICATION

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*required field

Name of Business*

Name of Owner/Responsible Party*

FOOD AND BEVERAGE VENDORS INFORMATION

The Cranberry Festival Director must approve all food products the Vendor intends to sell. VENDOR must provide proof of current public health certification with your application and at the time of the Cranberry Festival. See "ALL VENDORS INFORMATION REQUIRED" BELOW.

Reserve My Booth in (select one): ___ Bandon Old Town ___ Bandon City Park.
You have the option to pick your booth location. Once a site is full, you will have the option to be placed in the alternative location.

Food & Beverage Vendor Space: \$200 for (1) 10 ft. x 10 ft. space, which includes your end-to-end vehicle/trailer and hitch), add \$60 for each additional 10 ft. x 10 ft. space (# additional spaces = ___)
Space Fees (\$200 + \$60 x # additional spaces) \$ _____

Each space rental includes 120-volt service at 20 amps for (1) line. For additional service:
120-Volt service at 20 amps for (1) line, (# required = ___) \$20 x # required = \$ _____
120-Volt service at 30 amps for (1) line, (# required = ___) \$30 x # required = \$ _____
120-Volt service at 50 amps by request only at the cost of \$50 for (1) line, **Electrical Fees \$** _____
(Please call the Chamber to request a 50-amp line.)

TOTAL FEES \$ _____

ALL VENDORS INFORMATION REQUIRED

The Cranberry Festival will not consider your application without the submission of photos for all products you intend to sell. You may submit your photos via email to cranberry@bandon.com with your Company name on the subject line. Alternatively, you may mail them to the Bandon Chamber of Commerce. (See address below.)

In addition to photos, please provide a brief description of each product category you intend to sell. If you need additional space for descriptions, please attach another sheet of paper with the name of your business on the top and include any additional sheets with your application.

PLEASE MAIL ALL APPLICATION MATERIALS WITH CHECKS PAYABLE TO:

Bandon Cranberry Festival, 300 2nd St, Bandon, OR 97411

By submitting your application, VENDOR agrees to the Terms of Entry. **The Festival will not consider your vendor application until we receive both your payment and both pages of the registration form in the Chamber office.** Further, the Chamber will not finalize your vendor application until we have received all the following items: both application pages, your check, product photo(s), the signed "Participation and Hold Harmless Agreement," current Health Department certification, if necessary, and proof of liability insurance. (A rider to your liability insurance naming the Bandon Chamber of Commerce and the City of Bandon as additional insured will suffice.)

