

**The 15th Annual
PRIDE IN THE PINES
Festival & Celebration**



**June 18, 2010
11:00AM – 8:00PM
Wheeler Park
Flagstaff, Arizona**

**FOOD VENDOR
APPLICATION**

*P.O. Box 1604
Flagstaff, AZ 86002
Phone: (928) 213-1900
Fax: (928) 255-4667
info@flagstaffpride.org
www.flagstaffpride.org*

**Pride in the Pines 2011 Festival & Celebration
FOOD VENDOR APPLICATION**

DEADLINES:

Early Bird – May 15th, 2011

Final – June 3rd, 2011

Business / Organization Name: _____

Mailing Address: _____

City, State & Zip Code: _____

Contact Person(s) and Title: _____

Day Time Phone: _____

Evening Phone: _____

Fax: _____

Email: _____

Commercial Tax ID Number: _____

LIST ALL ITEMS TO BE SOLD AT THE FESTIVAL:

FINAL APPROVAL AND ACCEPTANCE OF PERMISSIBLE ITEMS FOR SALE AT PRIDE IN THE PINES WILL BE INCLUDED WITH YOUR CONFIRMATION LETTER. Additionally, your letter will contain any exclusivity products or services that will be provided by Sponsors of Pride in the Pines.

PLANNED MENU:

**2011 Pride in the Pines Pride Festival & Celebration
TERMS & CONDITIONS**

**Please read the following and sign below
to indicate your agreement to abide by & follow the terms & conditions listed herein.**

Northern Arizona Pride Association (NAPA) presents the annual Pride in the Pines Festival for the public and reserves all rights as producers. Any reproduction, rebroadcast or commercial use of any portion of the event, in whole, or part, in any form, without permission of NAPA is strictly prohibited.

- A. Applicant understands the purpose of the Northern Arizona Pride Association - Pride in the Pines Festival is to celebrate lesbian, gay, bisexual, transgender pride, and agrees to do nothing to defeat this purpose during the term of this license to occupy.
- B. Exhibitors shall submit the required booth fees with COMPLETED application and \$100 CLEANING deposit (separate check). Deposit will be refunded to exhibitors who are deemed

in good standing after the event. Booth space must be staffed all day and then cleared of all paper, boxes, etc., in order to receive your cleaning deposit back. LEAVING WITHOUT BEING CHECKED OUT BY AN EXHIBITOR COORDINATOR IS GROUNDS FOR EXCLUSION FROM FUTURE EVENTS.

- C. Tents, tables, chairs, lights, and electrical equipment rented from NAPA must remain in your rented space during and after the festival. VIOLATING THIS PROVISION IS GROUNDS FOR COST OF EQUIPMENT, RETENTION OF \$100 CLEANING DEPOSIT, AND/OR EXCLUSION FROM FUTURE EVENTS.

D. THE SALE OF ANY NON-ALCOHOLIC BEVERAGES WILL NOT BE ALLOWED UNLESS A FEE HAS BEEN PAID TO SELL THE EVENTS SPONSORED NON-ALCOHOLIC BEVERAGE(S). FEES CHARGED PATRONS WILL BE THE SAME AS NAPA'S, AND PURCHASE THROUGH NAPA ON SITE ON JUNE 17TH 2011.

- E. ICE WILL BE PURCHASED ON-SITE ONLY – NO OUTSIDE ICE.

- F. THE SALE OF ALCOHOL IS STRICTLY PROHIBITED.

- G. A GREASE DISPENSER WILL BE ON SITE FOR WASTE PRODUCT.

- H. Exhibitors must post prices legibly and visible to the general public at all times.

- I. All electrical equipment and appliances must conform to the UNIFORM FIRE CODE OF COCONINO COUNTY.

- J. **INSURANCE: YOU MUST PROVIDE PROOF OF GENERAL LIABILITY INSURANCE NAMING "NAPA" AS ADDITIONALLY INSURED (see enclosed option).**

K. All food must be contained and stored within the allotted space provided, off the ground. If special vehicles are needed for storage, NAPA must be notified at least three weeks prior to the opening of the Festival.

- L. Running water is not provided. You must bring your own, and provide appropriate cleaning materials. Standard Festival trash containers MAY NOT BE UTILIZED for food waste.

- M. Food waste must be properly disposed of, i.e. grease and oil dispensers. Use of glass or Styrofoam containers to serve food or beverages is expressly prohibited. With this application all food vendors must provide a detailed list of food or beverages to be sold. Once submitted to NAPA, you may not add additional items to be sold without the written consent of NAPA.

N. **PERMITS**: You are required to obtain and display all necessary permits and/or licenses in order to operate on the Festival grounds. If you are forced to close by any government agency for failure to obtain or display your necessary permits and/or licenses, NAPA is not liable and will not refund ANY fees. Contact the following to obtain licenses and permits:

State of Arizona
License and Registration
1600 West Monroe
Phoenix, AZ 85007

City of Flagstaff
City Sales and Tax
211 West Aspen Ave.
Flagstaff, AZ 86001
(928) 213-2250

Coconino County
Environmental Health
2500 N. Fort Valley Rd, Bldg. 1
Flagstaff, AZ 86001
(928) 226-2710 / 1-877-522-

7800

O. **REFUNDS**: Your booth fee and additional equipment rental(s) are NON-REFUNDABLE unless cancellation, in writing, is received by NAPA 30 days prior to the Festival date. **(INITIAL_____)**

(I have read and understand the conditions from A to O _____)

Signature)

Applicant understands that the Northern Arizona Pride Association has legal possession and control of Wheeler Park pursuant to agreements with the City of Flagstaff Parks and Recreation Department. Applicant further understands that any use granted by Northern Arizona Pride Association is a license to occupy only, and is not coupled with an interest in the property. The Northern Arizona Pride Association reserves the right to terminate this license to occupy at any time during the applicant's use of it, if in the Northern Arizona Pride Association's determination:

1) the applicant creates a nuisance to any other of the licensees or guests; 2) the applicant is found to have changed or added to the uses set forth in this application; 3) the applicant has falsified any of the statements of this application; 4) the applicant's use of space violates any governmental laws or ordinances, or interferes with the orderly and successful conduct of the Festival. Applicant understands the purpose of the Northern Arizona Pride Association, Pride in the Pines Festival is to celebrate gay, lesbian, bisexual, and transgender pride and agrees to do nothing to defeat the purpose during the terms of this license to occupy.

NAPA reserves the right to place exhibitors on the Festival grounds according to the master plan, and is done on a first come, first serve basis. Therefore, any cancellations by exhibitors based on dissatisfaction of booth placement will subject exhibitor to forfeiture of all booth and equipment fees. There will be a limited number of "same kind" exhibitors. All exhibitors must submit a list of primary and alternate selling items of a diverse category. In the event of an excessive number of "same kind" applications, NAPA reserves the right to request an applicant to change or alternate selling items. Exhibitors agree NOT to sell or distribute items listed as "exclusive" to NAPA.

I HAVE READ THE ABOVE TERMS AND CONDITIONS FOR THE PRIDE IN THE PINES FESTIVAL. I AND ALL PERSONS ASSOCIATED WITH MY BUSINESS/ORGANIZATION SHALL COMPLY WITH THE TERMS AND CONDITIONS HEREIN.

Dated this _____ day of _____, 2011

Business / Organization Name: _____

Contact Name: _____

Contact Signature: _____

Food Vendor Application Check List

FOOD VENDORS ONLY:

- Signed Terms and Conditions Form
- Completed and Signed Application
- Completed Food Vendor Worksheet
- Flagstaff Sales Tax Certificate / Permit (Phone the City at (928) 213-2250)
- Full Payment of Fees and SEPARATE Deposit Checks
- Certificate of Insurance OR completed "day of" insurance application form.
- Submission of this application and fees does not guarantee a space.
- Photo required of booth
- Give proper electrical amperage of 110/220 volts your space will be using.**
Please attach detailed electrical usage by device. After June 3rd, late fee of \$50 applies.
YOUR APPLICATION WILL BE DENIED WITHOUT DETAILS
- Applicant must show proof that the tent or canopy material is made of flame resistant material or the material has been treated with an approved flame retardant.
- THE SALE OF ANY NON-ALCOHOLIC BEVERAGES WILL NOT BE ALLOWED UNLESS A FEE HAS BEEN PAID TO SELL THE EVENTS SPONSORED NON-ALCOHOLIC BEVERAGE(S). FEES CHARGED PATRONS WILL BE THE SAME AS NAPA'S, AND PURCHASE THROUGH NAPA ON SITE ON JUNE 17TH 2011.**

\$100.00

(SEPARATE CLEANING DEPOSIT CHECK)

* If you do not submit a separate check for your cleaning deposit, your application will be returned as "incomplete"*

*** INCOMPLETE APPLICATIONS WILL BE RETURNED
AND NOT PROCESSED ***

Send Completed Applications to:

NAPA

Attn: PIP 2011 Exhibitor Committee

P.O. Box 1604

Flagstaff, AZ 86002

2011 Food Vendor Worksheet

- All spaces are 10'x15'
- **Please include all electrical needs on this worksheet. We cannot guarantee late electrical requests will be filled.**

Category	Food Vendor ONLY
Early Bird Post Marked by May 15 th , 2011	\$375.00
FINAL Post Marked by June 3 rd , 2011	\$445.00
Non-Alcoholic Beverage Sale Purchase from NAPA (ONLY) June 17 th 2011	\$150.00 <small> The Ability to sell the "event sponsors" non-alcoholic beverages will require the sale price to be the same as NAPA's selling price. See page 3 Item E for more details.</small>

110 volts 20 amps \$50.00	Quantity: S \$50.00 Total: <small>*Please attach detailed electrical usage by device. After June 3rd, late fee of \$50 applies.</small>
220 volts 20 amps \$90.00	Quantity: \$90.00 Total: <small>* Please attach detailed electrical usage by device. After June 3rd, late fee of \$50 applies</small>

\$100.00 Deposit (Separate Check)	\$100.00
8' table-\$20.00 (each)	Quantity: Total:
TOTAL RENTAL:	Total:

Make checks payable to: Northern Arizona Pride Association

Or

Go to www.flagstaffpride.org and pay by PayPal



KALIFF INSURANCE
ESTABLISHED 1917

2011 EXHIBITOR LIABILITY INSURANCE
\$1,000,000 Limit of Liability

Please write legibly so we can process your certificate accurately.

This application is for: PRIDE IN THE PINES 2011 FESTIVAL (Flagstaff, AZ)

Name: _____ **dba**

Business Name: _____

Mailing Address: _____

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

Telephone: () _____ **Fax** () _____

Email: _____

Website: _____

This insurance policy provides Liability coverage only.
There is NO COVERAGE for loss or damage to your property, stock or inventory:
Items listed are not accepted for endorsement: Body Piercing & Massages ~Climbing Walls ~Tattooing
~Gun Shows ~Child Care ~Tobacco Products ~Auto Part ~Fireworks ~Playground Equipment ~

Please describe the product, service or information you are providing:

- | | | | |
|--------------------------|-------------------------------------|-----------|--|
| <input type="checkbox"/> | Providing Information only | \$ 65.00) | <i>Non Profit</i> |
| <input type="checkbox"/> | Selling a Product or Service | \$ 65.00) | <i>Commercial - (no product liability)</i> |
| <input type="checkbox"/> | Food & Drink | \$ 65.00) | |

RATES ARE
ESTIMATES
ONLY
PRICING
MAY
CHANGE
WITHOUT
NOTICE

Personal Check/Cashier Checks/Money Orders is attached payable to **Kaliff Insurance**. Personal checks will be accepted up to 15 days prior to the event. Please indicate "Vendor" and the "Pride in the Pines 2011" in the memo area of your check.

For Credit Card charges please call the office at 210.829.7634

Kaliff Insurance
P.O. Box 171225
San Antonio, TX 78217

Office: 210.829.7634 Fax: 210.829.7636 Email: clif@kaliff.com

Payment

Mail My Insurance Certificate Fax My Insurance Certificate Email My Insurance Certificate