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Hillyard Festival Association

P.O. Box 6253  
Spokane, Washington 99217

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## Hillyard Festival Contract and Registration Form

**Entry Deadline: Postmarked by July 15, 2007**

Entries after this date accepted as space allows.

Vendors / Crafters,

It is time to think about our annual Hillyard Festival, featuring: Family Fun, Food, Live Entertainment, Amusement Rides, Arts & Crafts booths and more.

We extend this invitation to you to give you an opportunity to be one of the first to reserve your space for the 2007 Festival season. Spaces will be assigned on a first come, first serve basis. Individuals will be responsible for all state and local taxes.

This application includes:

- 1) An Information Sheet: States the rules and requirements for all vendors.
- 2) A Contract Form: Vendors fill out the contract, sign it, and send payment to the address indicated on the contract.

The Hillyard Festival starts Friday August 3rd and runs through Sunday August 5th.

The Festival will again be held at Sharply Harmon Park, located on Market Street one block South of Francis. Spaces are available for Individuals, Businesses, Amusement Games and Rides, Arts & Crafts and Information Booths.

If you have questions, comments, or need an additional vendor form, please contact Patty Howe @ (509)466-0228 or (509)701-2658 or Desi Bucknell @ (509)489-1122 or (509)998-1404.

**Parade** registration forms will be provided for any one who would like to participate in The Hillyard Festival Parade. If you have any questions concerning the parade please contact Karen Tuininga (Parade Chairperson) at (509) 482-3433 or by e-mail at karenioia@icehouse.net. Everyone is encouraged to participate in this fun event.

Sincerely,

Desi Bucknell  
President  
Hillyard Festival Association

Patty Howe  
Vendor Chair  
Hillyard Festival Association

## Information and Rules:

The Festival is a 3 day event; starting Friday August 3rd. Set up on Friday will be between 8:00 AM and 12:00 PM. Friday Festival hours will be 12:00 PM to dusk, Saturday 9:00 AM to dusk, and Sunday 11:00 AM to 5:00 PM.

The Hi-Jinks Parade (August 4th) starts at 10 AM Saturday morning, beginning at Market and Wellesley and ending at the north end of Sharply Harmon park. Please have coverage for your booth if you are participating in the parade or would like to enjoy it on the side lines.

**The Festival Association will not be liable for lost, stolen, or damaged merchandise.**

**All vendors are required to stay the full 3 days of the Festival.** No vehicles will be allowed to come or go on park property after noon on Friday to ensure the safety of the public, as well as to the vendors and their property.

**Refunds** will not be given under any circumstances.

**Check Fee's:** A \$25.00 fee will be imposed on any returned checks for NSF or closed accounts, plus any additional bank charges incurred by the Hillyard Festival Association.

**Children** must be kept under supervision at all times. Please no skateboards, bicycles, or scooters on the sidewalks after the Festival open.

**All animals** must be kept in a kennel or on a leash at all times. You are responsible for the actions of your pets - please clean up after them. The Hillyard Festival Association will not be held responsible if your animal injures someone or does damage to anyone's property.

**Vendors** are responsible for the cleanliness of their area during and after the Festival. Please be a good neighbor and keep your space and surrounding area neat. Please dispose of, or take all belongings with you when you leave on Sunday. **Garbage and trash should be bagged and boxes broken down and moved to the appropriate disposal areas.** Please do not leave this for the Parks Department or the Festival Association to dispose of for you!

**Food Vendors**, please be sure that all food, paper, litter, and scraps of food around your booths are picked up and disposed of properly at the end of each day. All permits and licenses must be available for inspection before and during the festival. It is your responsibility to check with the city license and the health departments to see what forms are required.

Note: As part of our fundraising efforts, the Hillyard Festival Association has "exclusive" rights to the sale of bottled water during the festival. No one else participating in the festival is allowed to sell bottled water without prior written approval from the Hillyard Festival Association Board.

**Security** will be provided. If you experience any problems before, during, or after the event please notify Security and/or a Festival Member to assist you.

**Thank you for your co-operation and support.**

**We hope the Festival will be enjoyable for all!**