



9th Annual Taste of Port Orchard Informational Packet for **ARTIST VENDORS** **WELCOME to Taste 2019**



Application, Fees and Registration

- Application and fees must be received no later than August 15, 2019. All fees are paid in advance and non-refundable. Booth space is first come, first paid.
- Must have a Washington State business license.
- If serving food, must have food handlers permit and **Proof of liability insurance naming the Port Orchard Bay Street Association and its agents and volunteers as additional insured in the amount of not less than \$1,000,000 must be attached to this application.**
- Upon arrival you must check in with event coordinator.
- You can pay with check, cash, credit card or Paypal. Mail check or cash with application. See www.pobsa.com to pay with PayPal.

Event Day, Hours & Location

- Sunday, September 1, 2019
- Vendors must arrive by 11:00 a.m. and stay until at least 4:00 p.m. hours of operation for the entire festival are from noon to 4:00 p.m. Your car must be removed from the waterfront area no later than 11:30 am.
- Event location is the Port Orchard Marina Waterfront Park, along the boardwalk, in Port Orchard, WA.
- Event coordinator will be set up on the boardwalk for check in. If you are running late call or text or Kathleen Wilson -- [\(360\) 981-2957](tel:3609812957).

Booth/Space

- You may only bring those items that you checked in your application. Any changes must be approved by the Taste of Port Orchard. Call Kathleen Wilson 360-981-2957
- Booth location (space #) will be assigned and provided to you at check-in on the day of the event.
- You will be provided approximately a 12 x 12 booth space. There are a limited number of larger and smaller spaces. Be sure to note on your application if you need more or less space.

- Participants must stay within the booth space. This includes awnings, side, walkways, etc.
- Participants must bring their own tent or patio umbrella, table, chairs, display material, and other necessary equipment.
- No water, electricity, refrigeration or waste services will be provided. You must remove your trash at the end of the day and your booth must be fully contained.
- Free wireless is available on the waterfront.
- No pets unless service animals.
- No small children please.

Set up and Take Down

- You may have access your booth space by vehicles prior to 9:45 a.m. only. Your vehicle must be removed before 11:30 a.m.
- After 11:30 a.m. you may handcart equipment/items to your space. Please remember to be cautious as you transition through the parking area. Vehicle access is available again after 4:30 p.m.
- Areas must be cleaned up at the end of the Event. All equipment must be off the premises by 6:00 p.m.
- The Port Orchard Bay Street Association appreciates your help in keeping the Port Orchard Waterfront Park beautiful. Please clean up any trash that is within and near your booth space and remove it from the premises.

Restrictions

- No alcoholic beverages, loud music televisions or other sound devices are allowed.
- Participants are not allowed to advertise outside their booth space, using "rovers", flyers or sandwich boards, nor "rove" with their items at any time.
- Changes or additions are only allowed with pre-approval by the POBSA.

Contractual Obligation by Applicant

- Signature on registration form verifies agreement to all rules and regulations as the following:
 - Compliance with any applicable Taste of Port Orchard, City of Port Orchard, Kitsap County and Washington State fire and health permits.
 - Compliance will all local State and Federal laws including but not limited to required permits and fees.
 - Agreement to indemnify and hold harmless the Taste of Port Orchard, the Port Orchard Bay Street Association, its agents and volunteers and City of Port Orchard from all claims, actions, damages, liability and expense in connection with loss of life, personal injury, and or damages to property resulting from your participation in the Taste of Port Orchard.

QUESTIONS? Port Orchard Bay Street Association, Kathleen Wilson -360-981-2957
or email pobsainfo@gmail.com.