



**16th ANNUAL
OAKRIDGE KEG & CASK FESTIVAL
PO BOX 677
OAKRIDGE, OR 97463**

VENDOR AGREEMENT

This agreement is made this _____ day of _____, 20____ by and between the **Oakridge Keg & Cask Festival** (hereinafter “**Festival**”) and _____ (hereinafter

“**Vendor**”). Vendor is applying to be considered at the 16th Annual **Oakridge Keg & Cask Festival** to be held in Oakridge, Oregon on Sat. August 10, 2024.

Describe the type of activity you intend to provide to assist the Vendor Manager in a proper location for your booth. Provide a detailed description of your product the Festival may use to market your booth/cart.

DO YOU REQUIRE ELECTRICITY? _____

FEES:

Arts, crafts, food, and service/product providers will pay a \$40 registration fee for a 10 x 10 booth space. This fee includes use of electricity. Your booth and all merchandise/equipment must fit within the 10’ x 10’ space allowed. Ensure you indicate on your application if you will need power for your booth. This will help our staff to plan for your needs.

Vendor **must** furnish a certificate of liability insurance and food service permit (if applicable) with application.

Vendors **must** provide at least a 50’ extension cord in good working condition to connect to Festival electrical boxes. Extension cords must be securely taped down to prevent tripping hazards. Failure to do so may result in dismissal from the Festival.

The deadline for application is JUNE 15, 2024. Applications received after JUNE 20, 2024 will be given consideration given the needs of the Festival.

Vendors are encouraged to advertise their participation in the Festival on Facebook, traditional and social media platforms.

Make checks payable to "UWCDC c/o Oakridge Keg & Cask Festival" and mail to: PO Box 677, Oakridge, OR.97463 OR you can go to our website to register and pay online, on or before June 15, 2024.

SET UP & REQUIREMENTS:

Oakridge Keg & Cask Festival reserves the right to reject an application. Any applicant that is rejected will be refunded the full amount of their deposit/booth space fee.

Vendor agrees to begin setting up at the Festival site no sooner than 10:00 AM on the day of the Festival and removal of vehicle(s) by 2:00 PM on the day of the Festival, August 10,2024 ready to serve the public no later than 3:00 PM when the event begins.

Vendors will only perform the activity for which their application was approved. Activity by the vendor outside the approved use may result in vendor forfeiting their booth space and being asked to leave the festival.

All vendors will be respectful of other vendors and their booth space as well as festival patrons.

Any use of smoke, fire or flame within the vendor’s booth will require the vendor to have a certified and compliant ABC fire extinguisher, 5# minimum, available at all times within the booth.

Pop-ups are not required but are highly encouraged due to the late-summer heat and sun. Please be prepared for strong afternoon winds in Oakridge. Sandbags or other means to secure your pop-up and displays is also recommended. It is the vendor’s responsibility to ensure their booth is sturdy and safe. “Flying” pop-ups can cause serious personal injury and damage to other vendor’s booths. Vendors who do not anchor their canopy may be subject to dismissal if high winds occur. Be a good neighbor – secure your stuff!

Strolling/moving vendors will not block other booths/vendors nor block any entrances/exits. Be respectful of your right to stroll along the street fair.

Vendor agrees to supply, as necessary for their own use: tables, chairs, canopies, tents, carts, signs, water, ice, gas, burners, hand washing stations (as necessary), garbage containers, and electrical extension cords.

Vendor is responsible for booth trash removal and disposal.

Oakridge Keg & Cask Festival is not responsible for any lost and/or stolen articles or merchandise.

Upon arrival Vendor **must** report to Festival Vendor Manager. For additional questions, please contact oakridgekegcaskvendors@gmail.com.

VENDOR SIGNATURE(S)

PRINT VENDOR NAME(S)

Date: _____

Contact phone number: _____

Address: _____

Email Address: _____

THANK YOU FOR YOUR APPLICATION. WE LOOK FORWARD TO WORKING WITH YOU AND YOUR PARTICIPATION IN OAKRIDGE KEG & CASK FESTIVAL.

PLEASE FOLLOW US ON FACEBOOK FOR CROSS PROMOTION OPPORTUNITIES.