

Dear Vendor:

The Brigham City Area Chamber of Commerce would like to extend an invitation for you to join us for our 2009 Peach Days Celebration. We appreciate your talents and unique gifts in our booth segment of our festival and hope you will share your talents with us. Enclosed you will find an application, a map of booth locations, Brigham City business license form, public safety check list, and vendor's rules. **Please initial all pages and sign in appropriate spots. Please make copies of all forms for your own records and send in originals.**

We are so excited for this year's festivities. We anticipate 80,000 people attending. As you may know Brigham City shuts down Main Street for two days to enjoy this festive celebration. Peach Days activities will begin on September 9th and booths will be in operation on Friday and Saturday, September 11th and 12th 10:00 a.m. – 10:00 p.m. in downtown Brigham City.

Our numbers continue to grow and booth space is limited so please respond quickly. We have two areas for booths Main Street and Community Center. The carnival sits in between the two and both are equally visited. The Main Street location will be reserved for fine crafts and arts only. Please specify, first, second, and third choices for your booth location. Also, circle the exact location on the map and include the map with your application. The Peach Days committee is committed to keeping Peach Days a family event of the highest quality. We appreciate handcrafted, quality items as well as those items with a family theme. Photographs need to accompany the application. Photos will be returned if requested.

Our goal each year is to improve the quality of booths, both in display and content. This year the booth sizes will be 12'x12' for food booths and 10'x10' for craft booths. The price of craft booths will be \$190.00 or \$140.00 for Chamber members. Food booths will be \$315.00 or \$290.00 for Chamber Members. Premium booths and larger booths are available for \$235.00 or \$295.00 (look at map) for locations. We will try to accommodate each request. Remember, this is a huge project and we cannot possibly please everyone. Your choice does not guarantee your booth assignment. We will send you a packet of information with your exact location.

We would love to have you join us for Peach Days and look forward to a fun and exciting event. If you have any questions feel free to call me at 435-723-3931. Thank you for your time and consideration.

Sincerely,

Monica Holdaway
Executive Director

General Information

Booth Cost:

Non-Food start at \$190.00	Craft Chamber Member start at \$140.00
Food \$315.00	Food Chamber Member \$290.00

Booth Fee Includes: Ground Space, Brigham City Business License, and 1 Electrical Outlet

Booth Fee does NOT Include: tables, canopies, or chairs

INSURANCE REQUIREMENTS: IF YOU ARE SELECTED AS A VENDOR, BRIGHAM CITY'S PEACH DAYS REQUIRES EACH VENDOR TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE (\$1,000,000.00 PER OCCURRENCE/\$2,000,000.00 AGGREGATE), WITH BRIGHAM CITY CORPORATION/BRIGHAM CITY AREA CHAMBER OF COMMERCE AS AN ADDITIONAL INSURED VALID SEPTEMBER 11-12, 2009. VENDORS WHO CANNOT PROVIDE A CERTIFICATE OF LIABILITY CAN BE LISTED AS AN ADDITIONAL INSURED PARTY OF BRIGHAM CITY'S PEACH DAYS POLICY FOR AN ADDITIONAL \$65.00, PAYABLE WITH YOUR BOOTH FEES.

Payment:

Cash: Cash is not accepted. Payment must be made by check, money order, cashier's check, or credit card. If cash is submitted the whole application and money will be returned to the sender and no booth will be reserved. We are not responsible for any cash received.

Checks: Make Checks Payable to Brigham City Chamber of Commerce

Credit Cards: The Brigham City Chamber of Commerce accepts Visa or Mastercard

Number _____ Expiration Date _____

Amount to Be Charged _____

Signature _____

Booth Space: Space is limited to 10'x10' for craft booths and 12'x12' for food booths each spot. If you require more space you MUST pay for 2 spaces. No exceptions. Assigned locations are final unless changed by director of event. If you fail to stay within your assigned area you will be asked to leave immediately.

Display Time: Friday September 11th 10:00am-10:00pm and Saturday, September 12th 10:00am- 10:00pm

APPLICATION DEADLINE IS AUGUST 31, 2009. NO ONE WILL BE ALLOWED TO RESERVE A BOOTH AFTER THAT DATE.

NO REFUNDS AFTER JULY 1, 2009

If you Fail to comply with Peach Day's rules found in these documents...You will be asked to leave with no refund!!!!

Return Application to: Brigham City Area Chamber of Commerce
6 North Main Street
Brigham City, Utah 84302

Any questions call: 435-723-3931

Liability Release: I, the undersigned, agree to indemnify and hold harmless the Brigham City Area Chamber of Commerce and Brigham City Corporation, their agents, volunteers, or employees from any and all liability for bodily injury or property damage or loss sustained by me, any agents and/or employees as a result or arising out of activities conducted or engaged in pursuant to this agreement. I further agree to abide by all the rules and regulations pertaining to these events set forth in these documents or any other written or verbal directions from the directors of this event.

Signature: _____

Date: _____

Brigham City Peach Days Arts and Craft Show Vendor Rules

Picture of your products and booth map must accompany the application.

General Information

1. Display Times: Friday, September 11th 10:00a.m. - 10:00p.m.
Saturday, September 12th 10:00a.m. - 10:00p.m.
You must be in your booth at ALL times
You must be ready to open booths at 10:00 a.m. on Friday
2. Booth Rental Costs: Retail- \$190.00 Retail Chamber Member- \$140.00
Food- \$315.00 Food Chamber Member- \$290.00
Includes: Ground Space, Brigham City Business license, and 1 (110 volt) electrical outlet.
Assigned location is final unless changed by the Director.
3. **Booth space is 10'x10' for craft booths and 12'x12' for food booths, if you require more space than this you MUST pay for 2 spaces. No exceptions. If you do not stay within your assigned space you will be asked to leave with no refund.**
4. Insurance Requirements: If you are selected as a vendor, Brigham City's Peach Days **REQUIRES** each vendor to provide a Certificate of Liability Insurance (\$1,000,000.00 per occurrence/\$2,000,000.00 aggregate), with Brigham City Corporation/Brigham City Area Chamber of Commerce as an additional insured valid September 11-12, 2009. Vendors who cannot provide a Certificate of Liability can be listed as an additional insured party of Brigham City's Peach Days Policy for an additional \$65.00, payable with your booth fees.
5. You may conduct business **only** from your assigned space. You may not solicit, sell or collect names or in any other way conduct business outside of your booth space.
6. **You may NOT sell: SOFT DRINKS, WATER, OR ANY OTHER DRINKS, cotton candy, hotdogs on a stick, candy apples, ice cream, guns of any kind, laser pointers, knives of any kind, martial arts stars, marshmallow shooters, potato guns, bows and arrows of any kind, shocking toys, or any toy that resembles these items or could be misconstrued as a weapon!! IF YOU SELL A SPECIALTY BEVERAGE THAT IS THE ONLY ITEM YOU ARE ALLOWED TO SELL. IF YOU SELL FOOD PRODUCTS YOU WILL NOT BE ALLOWED TO SELL ANY TYPE OF DRINK WITH YOUR PRODUCT.**
7. Set up times: Thursday evening starting at 6:00 p.m. You will be notified of your check-in time, this must be **honored**. Please check with an assigned representative of Peach Days to receive your business license before you set up.
8. Loading/Unloading areas are **TOW ZONES**. If you park there longer than 60 minutes – you will be towed. With 250 booths, space is limited so unload within 1 hour. Do not drive on grass to unload items plan on carrying items from parking areas. You will receive a parking pass to load/unload only. You will then need to move your vehicle. Your parking permit **must be displayed** on your windshield at all times; failure to comply could result in towing at your own expense. Parking is at least 2 blocks away, please plan on walking.

OVER

_____ Initial

9. **NO STAKES WILL BE ALLOWED TO HOLD YOUR CANOPY DOWN.** Please plan on using either sand bags or water jugs to hold your canopy down. The city is not allowing tie downs because of potential sprinkler line breakage. We have had strong winds during Peach Days and need to ensure the safety of the attendees and vendors. The Chamber will have sandbags for sale \$5.00 a bag if needed please plan accordingly.

10. Security: You must secure your own booth and items inside. Parks and events area will be patrolled at night, but the Brigham City Area Chamber of Commerce and Brigham City Corporation are not responsible for items in your booth or your personal belongings. **No vendor may sleep overnight in booth area.**

11. Vendors must remove their own trash and debris each day. During the event please be aware that 90 gallon garbage cans located in the vending areas are for the use of the Peach Days spectators. Larger 300 gallon garbage cans will be located in the vending areas for your use. Please be aware that breaking down your boxes will help minimize overfilling.

12. No pets are allowed in booth area.

13. Set Up/Take Down: ALL vendors must plan on setting up Thursday night at assigned times. ALL vendors must also tear down on Saturday night, **no exceptions this year**. The Chamber is responsible for the grounds and needs to ensure all is back to normal by midnight on Saturday.

14. Special note: Peach Days is a family and civic celebration of the Brigham City heritage and culture. Nothing vulgar or suggestive will be approved for display or sale. All vendors must wear shirts and shorts and maintain a clean booth area. City ordinances prohibit the sale and/or consumption of alcoholic beverages in the vending areas. **If you fail to comply with these rules..... You will be asked to leave with no refund!!**

15. Disobeying these rules may affect vendors being asked to participate in future events.

No Refunds after July 1, 2009 NO EXCEPTIONS!

_____Initial

PUBLIC SAFETY CHECKLIST FOR PEACH DAYS

1. One fire extinguisher, size 2A10BC (5 pounds) if preparing or cooking food.
2. No propane stoves, lanterns, or heaters located inside of tents or temporary structures.
3. Propane bottles must meet current Nation Fire Protection Association (NFPA58).
4. Propane bottles must be secured to a fixed object or have a stand to avoid being knocked over.
5. All exits must be free of objects. No stacking in exits.
6. No gasoline powered equipment maybe operated inside of tents or temporary structures.
7. All helium bottles must be secured to avoid being knocked over.
8. Copy of current temporary food event permit form health department.
9. Tents/canopies must be secured by sandbags or water jugs to avoid being blown over by the winds.
10. All extension cords must be secured in walkways. Example: duct tape or mechanical brides. Avoid tripping hazards.
11. All fire lanes must be maintained open at all times. You **may not** park in the fire lane to load/unload items. If you park in the fire lane you will be asked to leave and may not return in the future. This is for your safety and the safety of the spectators at Peach Days.
12. Hot charcoal in trash containers- vendor must take from site in a metal container.

NOTE: Violators of these requirements will not be allowed back in future years.

Initials

(Copy and Mail it back)



Dear Peach Days Participant:

Welcome to Brigham City. We hope your stay with us is both profitable and enjoyable. For your convenience a consolidated business license application may be found at the bottom of this greeting. Please provide the requested information so that we may expedite the processing of your license.

Thank you for letting us be of service.

Sincerely,
Judy Loveland
Brigham City Corporation

Peach Days Office Use Only
Location:
Booth Number:

BUSINESS LICENSE SPECIAL
EVENT APPLICATION

Issued _____ Approved _____
Business License No. _____
Application/License Fee.....
Other Fee.....
Total.....
[] Check [] Cash [] Charge Business Code: _____
Receipt # _____ Date Rec'd _____
Zoning District: _____ CUP#: _____

Business Name _____

Mailing Address _____ City _____

State _____ Zip _____

Bus. Phone () _____

Federal ID: _____ SSN _____

Describe Business: (Add additional pages as needed) _____

Business Owner's Name _____

Date of Birth ____ / ____ / ____

Signature of Authorized Agent/Owner _____

Date _____

Special Event Location _____

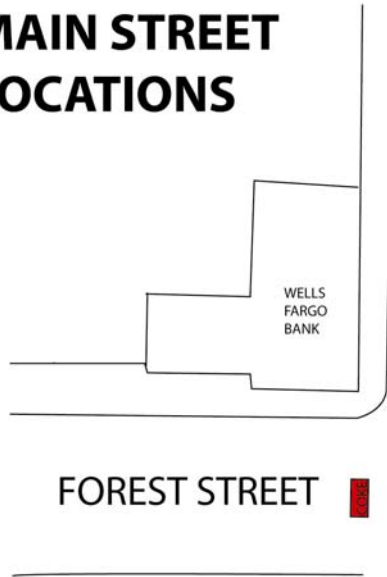
Date of Sale: _____

Temp. Sales Tax# _____

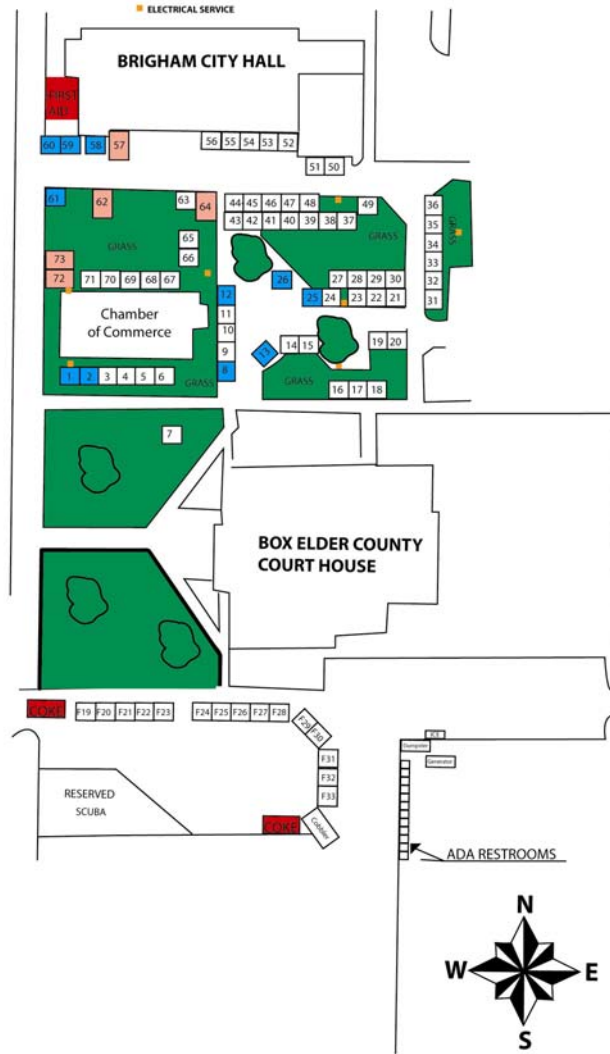
APPROVED BY _____

Date _____

MAIN STREET LOCATIONS



MAIN STREET



- Large Booth (Pink) \$295.00
- Premium Booth (Blue) \$235.00
- Regular Booth \$190.00
- Food Booth (F1 - F34) \$315.00

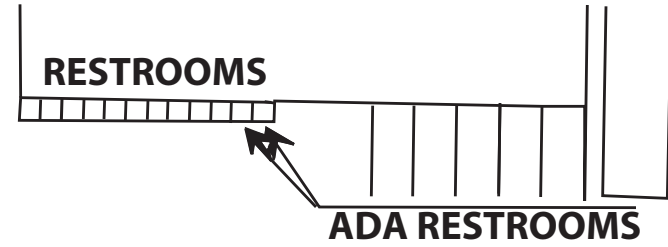
- Chamber Member Prices:
- Large Booth (Pink) \$260.00
 - Premium Booth (Blue) \$210.00
 - Regular Booth \$140.00
 - Food Booth (F1 - F34) \$290.00

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- Food Booth (F1 - F34) \$315.00

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- Regular Booth \$140.00
- Food Booth (F1 - F34) \$290.00

COMMUNITY CENTER LOCATIONS



300 WEST

200 WEST

