



Columbia Gorge Bluegrass Festival
July 23-26, 2015

CONCESSIONAIRE APPLICATION

When complete, please mail to: Skamania County General Services, Attention: Columbia Gorge Bluegrass Festival, PO Box 369, Stevenson, WA 98648 or e-mail: jackson@co.skamania.wa.us

COMPANY/GROUP INFORMATION

Form fields for company information including Business Name, UBI #, Tax ID #, Contact Person, Title, Phone, Mailing Address, City, State, Zip Code, Alt. Contact, Website Address, Email Address, and Other (Facebook/Twitter).

PARTICIPATION INFORMATION

Form fields for participation information including 'Has this vendor participated in the Columbia Gorge Bluegrass Festival before?' and 'Would you be interested in participating in other events on the Skamania County Fairgrounds?'.

NOTE: ALL VENDORS ARE REQUIRED TO SEND A PHOTOGRAPH OF THEIR BOOTH & ATTACH A COMPLETE MENU (FOOD) OR ITEM/SERVICES OFFERED (COMMERCIAL), INCLUDING PRICES.

BOOTH INFORMATION

NOTE: WHEN LISTING YOUR BOOTH SIZE YOU MUST INCLUDE THE TRAILER, TONGUE, AWNINGS, COUNTERS, ETC. ELECTRICAL AVAILABILITY MAY BE LIMITED - BE SPECIFIC WHEN LISTING YOUR NEEDS.

Form fields for booth information including 'Size of space needed' (width/depth), 'Type' (Trailer/Booth, Awning/Canopy, Other), and 'Electrical needed' (110 volts/20 amp, 30 amp/RV style plug, 50 amp/RV style plug).

INSURANCE (REQUIRED FOR ALL VENDORS)

All vendors selling, providing or distributing food, merchandise or on-premises services shall provide proof of liability insurance for at least the minimum limits set forth here: \$250,000 Each Occurrence / \$1,000,000 General Aggregate. Each vendor shall supply to the County (a minimum of ten (10) days prior to the Festival), a certificate of insurance issued by a company licensed to sell general liability insurance in the State of Washington that meets the minimum limits for liability as required by county policy and names Skamania County, its elected and appointed officials, employees, agents and volunteers as additional insured. THE UNDERLINED, BOLD TEXT MUST APPEAR ON THE CERTIFICATE OF INSURANCE or the certificate will be returned and you may be denied participation until you can meet the requirements of our policy. Please mail to Skamania County General Services, PO Box 369, Stevenson, WA 98648.

AS AN OPTION, Vendors may purchase liability insurance through our Special Events Insurance Program. Fees and information are listed on the Concessionaire Insurance Request Form contained in this packet.

Form fields for insurance selection: 'I have my own insurance and will be in compliance with the Columbia Gorge Bluegrass Festival policy/insurance requirements.' and 'I would like to PURCHASE INSURANCE through The Special Events Insurance Program.'

Form fields for signature and date: 'SIGNATURE OF OWNER OR VENDOR REPRESENTATIVE' and 'DATE'.



Columbia Gorge Bluegrass Festival  
July 23-26, 2015

## CONCESSIONAIRE INSURANCE REQUEST FORM

### COMPANY/GROUP INFORMATION

BUSINESS NAME:

OWNER NAME:

CONTACT PERSON:

TITLE:

PHONE:

MAILING ADDRESS:

CITY:

STATE:

ZIP CODE:

WEBSITE ADDRESS:

EMAIL ADDRESS:

### CONTENTS/PRODUCTS

LIST BELOW THE GENERAL CONTENTS OF YOUR BOOTH (INCLUDE PRODUCT AND EQUIPMENT):

TYPE OF VENDOR:

FOOD VENDOR (NON ALCOHOL)

COMMERCIAL VENDOR

OTHER (DESCRIBE):

### CERTIFICATION

I would like to PURCHASE INSURANCE through the ***Special Events Insurance Program***. I understand that I **do not include payment at the time of this request**, and that a quote for insurance will be sent to me upon approval to participate in the Columbia Gorge Bluegrass Festival.

X \_\_\_\_\_

SIGNATURE OR OWNER OR VENDOR REPRESENTATIVE

DATE



**CONCESSIONAIRE PRODUCT LIST  
& VENDOR FEE SCHEDULE**

**COMPANY/GROUP INFORMATION**

BUSINESS NAME:

**NOTE: All Concessionaires must fill out this form, listing items to be sold and the price of each item. This list must be returned to the Columbia Gorge Bluegrass Festival Office (Skamania County General Services, PO Box 369, Stevenson, WA 98648) at the time application for vendor space is made. Once your vendor contract is issued and approved, all prices must remain the same throughout the event. Changes may only be made when approved in writing by the Event Manager. (Attach additional sheets if necessary)**

**CONTENTS/PRODUCTS**

ITEM DESCRIPTION	SIZE/TYPE	ITEM PRICE

**VENDOR FEE SCHEDULE**

**VENDOR SPACE FEES**

**FOOD VENDORS**

\$150.00/Per 10' x 12' Space

\$ 10.00/Per Additional Foot

**COMMERCIAL VENDORS**

\$100.00/Per 10'x12' Space

\$ 10.00/Per Additional Foot

**DO NOT SEND PAYMENT WITH APPLICATION**

**FEE:** \_\_\_\_\_ X \_\_\_\_\_ = \$ \_\_\_\_\_ **BASE FEE**

Width                      Depth

**EXTRA:** \_\_\_\_\_ X \_\_\_\_\_ = \$ \_\_\_\_\_ **EXTRA SPACE FEE**

Width                      Depth

**TOTAL DUE: \$ \_\_\_\_\_**



Columbia Gorge Bluegrass Festival  
July 23-26, 2015

**CAMPING RESERVATION FORM**

**CAMPER INFORMATION**

NAME:

I AM:  VENDOR  OTHER/VISITOR

MAILING ADDRESS:

CITY:

STATE:

ZIP CODE:

CELL PHONE #:

EMAIL ADDRESS:

**CAMPING FEES AND SPACE NEEDS**

RV **OR** 5<sup>TH</sup> WHEEL  TENT **OR** CAB OVER CAMPER  EXTRA PARKING PASS **(SUBJECT TO FEES/AVAILABILITY)**

ELECTRICITY  **NO** ELECTRICITY

CAMPER SIZE (INCLUDE TONGUE IN MEASUREMENTS): \_\_\_\_\_ (WIDTH) \_\_\_\_\_ (LENGTH)

DATE OF ARRIVAL: \_\_\_\_\_ DATE OF DEPARTURE: \_\_\_\_\_

VEHICLE LICENSE #: \_\_\_\_\_ (NUMBER & STATE OF ISSUE) VEHICLE LICENSE #: \_\_\_\_\_ (NUMBER & STATE OF ISSUE)

**VENDOR CAMPING FEES**

\$50.00/Per Week

\$ \_\_\_\_\_ **TOTAL DUE**

**CAMPING RULES & REGULATIONS**

1. Camping during the Columbia Gorge Bluegrass Festival is by reservation, assigned spots only.
2. Campsites are "dry" with no running water. Coin operated showers are available for a nominal fee.
3. Camping spaces **cannot be reserved** unless the Camping Reservation Form is filled out completely and payment is included.
4. Your vehicle, camper and tents **MUST FIT WITHIN YOUR DESIGNATED CAMPING SPACE.**
5. A **complete list** of camping rules & regulations is attached to this form. By signing below, camper acknowledges they have read and agree to these rules and regulations.

X \_\_\_\_\_  
SIGNATURE OF CAMPER DATE

**OFFICE USE ONLY**

DATE RECEIVED: \_\_\_\_\_ PAYMENT RECEIPT #: \_\_\_\_\_ CAMPSITE # \_\_\_\_\_  
DATE RECEIVED: \_\_\_\_\_ PAYMENT RECEIPT #: \_\_\_\_\_ CAMPSITE # \_\_\_\_\_



Columbia Gorge Bluegrass Festival  
July 23-26, 2015

## **FAIRGROUNDS** **CAMPING RULES & REGULATIONS**

### Reservations:

- Fair Board reserves the right to limit the number of spaces per applicant.
- **All Campers must fill out their own reservations.**
- **No reservations will be accepted without a completed reservation form and full payment.**
- Medical necessities may be accommodated within the electrical section. Person requiring electricity for medical conditions need to be advised that the available electrical spots are limited
- All spaces must be used for camping (no picnic or common areas will be allowed).
- Non-reserved campers will be placed in open spaces on a first come, first serve basis.

### Camping Area Conduct:

- Quiet hours are from 10:00PM to 7:00AM. No generators are to be used during this time except for approved medical necessities.
- Generators will not be operated for more than two hours in any eight-hour period.
- Gauge of wire requirement for air conditioning is nothing less than 12.
- **Secure all valuables.** Skamania County is not responsible for loss, theft, or damage.
- We rely on you to keep our camping area clean. Thank you!

### Dog Policy: **Bringing dogs, other than assistance dogs or 4-H animals, is strongly discouraged. You and your animal may be asked to leave and your payment may be forfeited!**

- Dogs must be kept in camping area only. They are not allowed on the Fairgrounds.
- Keep dogs inside camper or RV when owner is not present.
- Dogs are not to be staked out without owner present. Dogs must be on a leash at **all** times.
- Dog waste must be disposed of properly and immediately.
- Dogs that bark persistently or exhibit aggressive behavior will be expelled from Fairgrounds. The Fair Board reserves the right to expel any animal. Owner assumes all risk and liability should injury occur.

### Overflow Parking: (if necessary)

- Overflow parking will be available.
- During the no-entrance/exit hours, a shuttle will run from the camping area to the overflow parking.
- Parking in the overflow area is limited to those vehicles with a camping pass only.

**When complete, please mail to: Skamania County General Services, Attention: Columbia Gorge Bluegrass Festival, PO Box 369, Stevenson, WA 98648 or e-mail: [jackson@co.skamania.wa.us](mailto:jackson@co.skamania.wa.us)**