



**Pinetop-Lakeside Chamber of Commerce
23rd Annual White Mountain Native American Arts Festival**

A Heritage Event

Blue Ridge High School

(Located at 1200 W. White Mountain Blvd, Lakeside Arizona 85929)

July 17th & 18th, 2010

**WHITE MOUNTAIN NATIVE AMERICAN ARTS FESTIVAL
Food Vendors**

Plans are now underway for the **23rd Annual White Mountain Native American Arts Festival** to be held **July 17 & 18, 2010** at Blue Ridge High School located at 1200 W. White Mountain Blvd, Lakeside Arizona 85929 on the festival grounds. Please note: There will be a \$5 Public Admission Fee at the Gate.

The committee is now taking applications for **food booth vendors**. Applications are being sent out to last year's vendors and to those who have been recommended to us as possible vendors with high quality food.

Festival Hours: Saturday July 17 from 9:00 am to 5:00 pm and Sunday July 18 from 9:00 am to 4:00 pm

It is the intent of the committee to limit duplication of items as much as possible in an effort to have a good variety of food available. It is important that you **complete an application, release and indemnity agreement, booth fee and permit application** and return it as soon as possible if you are interested in joining us for this year's festival. Space will be assigned on a first come, first served basis as applications and fees are received.

All food vendors are required to have a current **Navajo County Health Department permit**. Contact the department at 251 N. Penrod Road, #1, Show Low, Arizona, 85901, (928) 532-6050 in regards to this permit. It is the responsibility of each food vendor to meet the requirements of the County Health Department. The County **will make an inspection of all booths on Saturday**.

Please refer to the enclosed application form for the necessary requirements and information needed.

We hope you are able to be with us this year and hope to hear from you soon.

Sincerely,

Crystal O'Donnell
Festival/Event Coordinator
PO Box 4220
Pinetop AZ 85935
(928) 367-4290
(800) 573-4031

www.pinetoplakesidechamber.com

info@pinetoplakesidechamber.com



PINETOP-LAKESIDE CHAMBER OF COMMERCE
23rd ANNUAL WHITE MOUNTAIN NATIVE AMERICAN ARTS FESTIVAL
A Heritage Event
JULY 17 & 18, 2010

APPLICATION REQUIREMENTS
FOOD VENDORS - \$350 FEE

PLEASE NOTE: There will be a \$5 Public Admission Fee at the Gate.

GENERAL INFORMATION

The Native American Arts Festival is held at the Blue Ridge High School 1200 W. White Mountain Blvd., Lakeside Arizona 85929. Photos of booth setup and a list with description and prices of food items offered are required.

BOOTH FEES

Application fees will be returned if your application is not accepted. **Applications received after May 15, 2010 will be subject to a late fee of \$25.00** and may not be accepted. **No refunds will be made under any circumstances after applications have been received and accepted.**

BOOTH INFORMATION

Each food vendor will be assigned an approximate 10' x 20' space per fee in appropriate standing. There will be space provided for attendees to sit and dine throughout the food area. Be prepared for rain. The committee will provide no setup equipment. **Be prepared to use your own whisper quiet generator.** There is **NO** electricity available at Blue Ridge. Limited security will be provided throughout the Festival. **Booths must remain open during all Festival hours.** Food vendors may not change their assigned space unless authorized by the committee. There will be no rain dates and no refunds. All vehicles must be removed from the Festival grounds before 8:00 each morning.

License and Sales Tax

Each artist is responsible to register with the State of Arizona Revenue (480) 545-3500, ask for a License Compliance Officer. Artists must collect report and pay appropriate taxes for all items sold at the festival if applicable. Visit www.revenue.state.az.us if you have any questions or call (602) 255-2060 Toll-free from 520 or 928 area code (800) 843-7196. **Must remit a copy of your AZ Tax License with application. AZ Tax License must be posted with your Town Vendor Permit in your booth space at the festival.** Attached is the permit for the Town of Pinetop-Lakeside and must be completed and returned with application. The \$20 city fee is included in the booth fee. A compliance officer will be walking around festival to verify previous and current sales tax permit.

REGISTRATION:

Check in day and time: Friday, July 16th times will be assigned at a later date.

Saturday, July 17th 6:00 am to 8:00 am

Festival hours: Saturday, July 17th 9:00 am - 5:00 pm Sunday, July 18th 9:00 am - 4:00 pm

Pinetop-Lakeside Chamber of Commerce
P. O. Box 4220 Pinetop, AZ 85935
(800) 573-4031 (928) 367-4290
www.pinetoplakesidechamber.com



**23rd ANNUAL
White Mountain Native American Arts Festival
A Heritage Event**

SATURDAY, JULY 17th and SUNDAY, JULY 18th, 2010

Blue Ridge High School

FOOD BOOTH APPLICATION
(Food Booth Fee: \$350 for a 10' x 20' Space)

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE _____ EMAIL _____

TYPE OF FOOD _____

DESCRIPTION OF STAND _____

IF YOU WISH TO PARTICIPATE AS A FOOD VENDOR AT THE NATIVE AMERICAN ARTS FESTIVAL, COMPLETE THIS APPLICATION, PERMIT, AND SIGN THE INDEMNITY FORM. **FEES ARE \$350.00 FOR THE WEEKEND UNTIL MAY 15, 2010 AFTER MAY 15, 2010 FEE IS \$375.00.** WE WILL ALSO NEED PHOTOS OF YOUR FOOD STAND AND A COPY OF YOUR FOOD VENDOR INSURANCE COVERAGE AS REQUIRED BY THE STATE OF ARIZONA. **APPLICANTS ARE REQUIRED TO OBTAIN A NAVAJO COUNTY HEALTH DEPARTMENT PERMIT, 251 N. Penrod Road, #1, Show Low, Arizona, 85901, (928) 532-6050**

DEADLINE FOR RECEIVING APPLICATION AND PAYMENT: MAY 15, 2010. APPLICATIONS RECEIVED AFTER MAY 15, 2009 **MAY NOT BE ACCEPTED.** A **\$25.00 PENALTY FEE WILL BE ASSESSED AFTER MAY 15, 2010.**

PLEASE RETURN THE COMPLETED APPLICATION, THE SIGNED INDEMNITY FORM, THE VENDOR PERMIT AND THE ABOVE REQUIRED DOCUMENTS ALONG WITH YOUR FULL PAYMENT TO THE CHAMBER.

Pinetop-Lakeside Chamber of Commerce

P.O. Box 4220

Pinetop, AZ 85935

(928) 367-4290 or (800) 573-4031

Fax: (928) 367-1247

Email: info@pinetoplakesidechamber.com

The Festival will be held at Blue Ridge High School
(Located 1200 W. White Mountain Blvd, Lakeside Arizona 85929)



PINETOP-LAKESIDE CHAMBER OF COMMERCE

P. O. BOX 4220 - PINETOP, AZ 85935
PHONE - 928-367-4290

RELEASE AND INDEMNITY AGREEMENT

(PRINT NAME HERE) _____, hereinafter "Applicant" agrees to indemnify and hold the Pinetop-Lakeside Chamber of Commerce, hereinafter "Chamber" and Blue Ridge School District, hereinafter "BRSD" harmless for any and all claims or lawsuits for personal injuries, wrongful death or property damage arising from the acts or omissions of Applicant which is related to Applicant's sale of products or services or Applicant's booth or exhibit area at the Festival. Applicant shall be solely responsible for providing products liability insurance, completed operations insurance or other liability insurance which would provide coverage for the acts or omissions of Applicant or for Applicant's activities at the Festival. In the event that Applicant chooses not to purchase such liability insurance Applicant understands that Applicant shall be corporately and individually responsible for holding Chamber and BRSD harmless and for defending any lawsuits or claims made by insured persons. Applicant's indemnification of Chamber and BRSD shall include all of the costs of defense including reasonable attorney' fees, expert witness' fees, travel, food and lodging expenses related to the defense and other costs actually incurred by Chamber and BRSD in defending such claims and lawsuits. In the event that Applicant has liability insurance, Applicant agrees to add Chamber and BRSD as an additional named insured for this event only.

Applicant further agrees and promises that Applicant will be solely responsible for the payment of all taxes, workman's compensation benefits and other taxes, fees, etc., relating to Applicant's sale of products and services and will hold Chamber and BRSD harmless for any and all such taxes, fees or benefits.

Further, Applicant agrees that it will abide by all Federal, State and local laws and ordinances related to its use of the booth or exhibit area during the Festival. Applicant further states it will defend and hold Chamber and BRSD harmless for any violation of law relating to Applicant's activities or Applicant's use of the booth or exhibit area.

Likewise, Chamber and BRSD agrees to indemnify and hold Applicant harmless for any and all claims or lawsuits for personal injuries, wrongful death or property damage arising from the acts or omissions of Chamber and BRSD. Further, Chamber and BRSD provide insurance coverage for these losses which occur in the common areas of the Festival, while Chamber and BRSD accept primary responsibility for the common areas, Applicant has the sole responsibility for its booth or exhibit area where Applicant's customers stand to purchase or view Applicant's products and services.

In the event that Applicant is a corporation, both the President and Secretary must sign. In addition, in the event the Applicant is a corporation, the two major shareholders of the corporation must also sign and guarantee this Release and Indemnity.

(MUST DATE HERE) Dated this _____ day of _____ 201__.

(APPLICANT MUST SIGN HERE) _____

Applicant (President)

Applicant (Secretary)

If Applicant is a corporation, I, individually and personally, agree to guarantee the performance of Applicant

Guarantor

Guarantor

THIS IS AN IMPORTANT LEGAL DOCUMENT WHICH MUST BE SIGNED AND RETURNED



**Must Remit Copy of
AZ Sales Tax License Certificate**

FOR OFFICIAL USE ONLY

PERMIT #: _____
PERMIT FEE PAID: \$ _____
DATE: _____
ISSUED BY: _____

**TOWN OF PINETOP-LAKESIDE
VENDOR'S PERMIT APPLICATION**

BUSINESS NAME: _____ PHONE #: _____
APPLICANT NAME: _____ RELATIONSHIP TO BUSINESS: _____
PHYSICAL ADDRESS: _____
MAILING ADDRESS: _____
EVENT SPONSOR: _____ Pinetop – Lakeside Chamber of Commerce _____
DATE OF EVENT: _____ Native American Arts Festival July 17 & 18, 2010 _____ **(Permit good only on date(s) indicated)**

NATURE & TYPE OF BUSINESS:

- Retail Sales
- Real Estate Services
- Building or Construction
- Other: _____
- Other Sales
- Other Professional Services
- Auto Sales, New/Used

Brief Description: _____

Please describe any chemicals or hazardous materials/wastes to be used or stored by the business: _____

TYPE OF BUSINESS ENTITY:

- Corporation
- Non-Profit Corporation (Proof Required)
- L.L.C.
- Sole Proprietorship
- Other

If a Corporation or L.L.C., state where formed: _____

Name and Address of Statutory Agent:

Federal I.D. #: _____ **State Sales Tax #:** _____

If applicable: (Please attach a copy of the Permit)

- Navajo County Health Department Certificate/Permit: _____
- Federal Licenses/Registrations/Permits: _____

OWNER/OFFICER(S) OF BUSINESS:

NAME ADDRESS

NAME & PHONE NUMBER OF PERSON TO BE CONTACTED IN THE EVENT OF ANY EMERGENCY:

SIGNATURE: _____ DATED: _____
TITLE: _____ **APPLICATION FEE: \$20.00**