



# Riverton City Town Days Vendor License Application



6-609

## Saturday - July 2, 2011

Organization / Business Name \_\_\_\_\_

Name of Company / Organization that will be displayed on booth \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Alt. Phone \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail \_\_\_\_\_

S.S. #, Tax ID #, or Tax Exempt # \_\_\_\_\_ (application will not be accepted without #)

**\* Please note that each booth space consists of a 10X10 open air space.  
You must provide any tables, canopies, etc.**

- Please indicate your booth type:
- Service/Information \$100.00
  - Craft/Retail \$100.00
  - Non-Profit \$ 50.00 (must show 501C3 status)
  - Power \$ 25.00 (Power supply is very limited and will be granted on a first request, first serve basis and is limited to 15 amps per booth)

# of Booths requested \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
 Power \_\_\_\_\_ X \$25.00 = \_\_\_\_\_  
 TOTAL \_\_\_\_\_

Complete detailed list of items or services being sold or given away (Items intended to be given away cannot resemble items that will be made available for sale) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*Selling or giving away items that have not been approved by Riverton City could result in termination of license and ejection from Town Days.

*I hereby certify that I am the person listed above as applicant and that the foregoing information is true and accurate. I assume complete responsibility for the operation of the booth described on this application. I further certify that I have read and understand the Terms and Conditions of Riverton City Town Days for which this application applies and agree to abide by such terms and conditions.*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**\* Riverton City reserves the right to select vendors and booth locations for the Celebration at its sole discretion.**

# RIVERTON CITY TOWN DAYS VENDOR

## TERMS AND CONDITIONS

In consideration of a temporary license to use and operate a booth space at the Riverton City Town Days Celebration, the "Applicant" must agree to the following terms and conditions:

1. **MAINTAIN BOOTH:** The Applicant shall maintain a booth at the Riverton City Town Days celebration and continually keep the booth clean and neat during operation hours. Applicant shall take care not to damage the property or equipment of the City or other booth operators. The City will have sole discretion in determining booth location.
2. **BOOTH SPACE:** The City will provide a 10 X 10 open air space in the Riverton City Main Park for each booth space reserved. Applicant must stay within the assigned space and will need to get approval of site setup prior to setting up. Applicant must provide canopy, tables, chairs or any other necessary items. Power is very limited and will be provided on a "first request, first serve" basis and **cannot exceed 15 amps**. There is an additional fee for power (see application). Applicant must provide extension cords to power source.
3. **APPLICATIONS** will not be accepted or considered if delivered to the City less than 10 business days before the event.
4. **LICENSE PERIOD:** The temporary license shall be issued for the day of the Riverton Town Days Celebration exclusive. (Unless otherwise agreed in writing by the City)
5. **FORMS OF PAYMENT:** Applicant will be responsible for determining accepted forms of payment. It is your responsibility to provide enough petty cash to take care of your change needs.
6. **TAXES:** Applicant will be issued a temporary permit from the Utah State Tax Commission. You will also receive a packet with the forms that must be filled out and returned by APPLICANT by date specified in packet. **APPLICANT IS RESPONSIBLE TO TAKE CARE OF ALL TAX ISSUES.**
7. **SAFETY:** Applicant shall exercise due care to ensure that all areas, practices and operations of booth and equipment connected with it are performed in a way to protect the safety of all persons and property. Applicant shall fully and promptly report to an authorized City employee or officer any unsafe practices, equipment, area, or any injuries to persons or property of which Applicant is aware arising from the operation of the Applicant's booth which take place during the Town Days Celebration.
8. **ITEMS TO BE GIVEN AWAY:** Applicant must disclose any and all items they intend to give away. Items intended to be given away cannot resemble any items that will be made available for sale by any other vendor. All items must be approved by the Town Days Chairperson.
9. **ITEMS SELLING:** Applicant must disclose **ALL** items intending to sell. **All items** must be pre-approved by the Town Days Committee. Selling items that have not been pre-approved could result in immediate termination of this license and removal from the Town Days Celebration, and could result in refusal from the participation of any future events. The City reserves the right to refuse any item for sale for any reason. The City will make every effort to limit the Applicants selling any particular item but CANNOT GUARANTEE EXCLUSIVITY.
10. **DELAY, ACCIDENT, ACTS OF GOD:** The Licensee shall not hold the City responsible for damages caused by acts of God, accident, or other events beyond its control.
11. **FOOD VENDORS:** All food vendors are required to have a Food Handler's Permit and a Temporary Event Permit. These permits can be obtained at the Health Department- 788 E. Woodoak Lane, Murray, Utah 84107- Phone: 801-313-6641. The Health Department will be present at the event and you will be inspected by them. Please be prepared to comply with all of their standards. You must have your permit on the premises during the entire event.

**12. PROHIBITED ITEMS:** The following items are expressly prohibited from either being sold, displayed, or given away-

1. Alcoholic beverages
2. Firearms, fireworks, or any exploding material (authentic, toy, display or collector)
3. Martial arts items, weapons, knives, (exclusive of culinary implements) guns, or swords (authentic, toy, display or collector)
4. Body piercing or permanent tattoos
5. Sexual or similar suggestive material
6. Other items which conflict with any Riverton City ordinances, State or Federal Law.

**13. OTHER:** Applicant shall not assign or subcontract any part of its duties under this license. The City shall have the right to inspect the interior or exterior of Applicant's booth at all times. Submitting this application DOES NOT guarantee it will be accepted by the Committee.

**14. INDEMNIFICATION:** The Applicant shall save, keep and hold harmless the City, its officers, agents, employees and volunteers from all damages, costs or expenses in law or equity, including attorney's fees, that may at any time arise or be set up because of damages to property or bodily injury that may arise from delays, acts of God, accident, weather or other events beyond the City's reasonable control, and Applicant shall save harmless and indemnify the City, its officers, agents and employees from all damages, costs or expenses in law or equity, including attorney's fees, which may be occasioned by any willful or negligent act or omissions of the Applicant, or any of the Applicant's agents, employees or any contractors, or from any violation of this license by them. The City shall not be required to return any of the Application fee to the Applicant if the Applicant does not enjoy the use of the booth or space at the Town Days Celebration during the full term of this license for any reason other than the fault or negligence of the City after Applicant takes possession thereof.

**15. REFUNDS:** No refunds will be given due to inclement weather conditions, dissatisfaction with booth location, or non-participation. No refunds will be given on booth cancellations within 2 weeks (10 business days) of the event.

**16. REASSIGNMENT:** In the event that the Applicant's leased space is changed, eliminated or rearranged, the City may reassign another space to the exhibitor at the City's discretion.

**17. SECURITY:** Twenty-four hour security **shall not be provided**; therefore, Applicant shall be solely responsible for all equipment, displays, and goods.

**18. RIVERTON CITY** reserves the right to change any rules or requirements as deemed necessary. The City will allow a reasonable amount of time for applicants to conform to the new rules or requirements. If the Applicant does not comply with all stated terms and conditions, the City will have your booth shut down and removed from the premises.