



48th Annual Kona Coffee Cultural Festival

Kona Coffee Cultural Festival's Ho'olaule'a

Makaeo Special Events Pavilion

Saturday, November 17, 2018 - 9:00 AM to 4:00 PM

VENDOR APPLICATION

Participation is limited. Please apply soon.

Application Deadline: **October 13, 2018** • No refunds will be granted after **October 31, 2018**

Check One:

Arts & Crafts Vendor - \$100 Fee

Food Vendor - \$100 Fee

Organization Name:	
Mailing Address:	
Name of Contact:	Alternate Contact:
Phone #:	Phone #:
E-Mail:	E-Mail:

TYPES OF ITEMS / FOOD / CULTURAL ACTIVITY TO BE SOLD OR EXHIBITED:

To avoid duplications, the Ho'olaule'a Committee will coordinate items/food to be sold

Will you need electricity?

 Yes No

Will you be cooking on site?

 Yes No

- All vendors are required to wear a Kona Coffee Cultural Festival Button.
- \$100 fee for booth space. Limited to 10' X 10' area. (Vendors must provide their own tents, chairs & tables)
- Vendor locations will be determined by the organizers of the event.
- Vendors may begin setting up at 7:30 a.m. and must be ready by 8:30 a.m.
- All items sold must be made in Hawaii.
- No animals are allowed in the vendor area. (Exception is made for certified service animals.)

- Vendor is responsible for acquiring a Food Handling Permit from the Department of Health (must be posted in booth during the event). **Must have Certified Food Handler if serving food. Visit health.hawaii.gov for details.**
- All standards and requirements of the Department of Health and the County Fire Marshall must be met.
- All vendors must submit a completed County of Hawaii Department of Parks & Recreation Vendor Permit and copy of General Excise Tax License with application. The \$30 fee per day is included in your fee for both space. **Do not send an additional payment.**

Mail a check made payable to "Kona Coffee Cultural Festival" along with applications to:

Hawaii Community Federal Credit Union

Attn: Valerie Umeda – KCCF

73-5611 Olowalu Street, Kailua-Kona, HI 96740

I do hereby waive and release the Kona Coffee Cultural Festival, owners or management of the grounds or location where the event is held, or any other associated entities from any and all claims of personal injury, bodily injury, property damage, other damages, losses and/or death that may arise from participation in this event. I have read and understand the rules and guidelines as stated above.

Signature: _____

Organization Representative

Date: _____

Questions? Contact Valerie Umeda at 930-7700 Email: valerieu@hicommfcu.com