



**12th Festival of the Pacific Arts
Guam 2016**

VENDOR APPLICATION

1. EVENT INFORMATION

Dates: May 22, 2016 - June 4, 2016

Time: 10:00 a.m. – 8:00 p.m.

Location: Paseo Stadium, Hagatna

2. VENDOR INFORMATION

Point(s) of Contact _____

Business Name (as it appears in the Guam Business License)

Mailing Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Alternate Phone: _____

Email: _____

Briefly Describe Items for Sale:

Food Concession: _____

Traditional/Cultural Arts: _____

Contemporary Arts: _____

Made in Guam Products: _____

Guam Economic Development Authority
590 South Marine Corps Drive, ITC Building, Suite 511
Tamuning, Guam 96913
Tel: (671) 647-4332 or help@investguam.com
*****Application Submission Deadline: 5:00p.m. – Monday, March 28, 2016*****

5. GENERAL PERMITS:

1. All Guam resident booth applicants (except registered non-profit organizations) that have items for sale must have a Government of Guam business license (temporary) and a concession booth permit from the Guam Fire Department.
2. Any item under the Guam Product Seal program must be labeled with place of manufacturer and present a certificate.
3. All booth applicants that are handling food for sale (with the exception of unprocessed fruits and vegetables) must have a Government of Guam sanitary permit and each staff member must have a health certificate.
4. All booth applicants that are importing allowable agricultural items for sale into Guam must have a Government of Guam Department of Agriculture Importing Permit prior to goods arriving on Guam, which must be presented to Customs and Quarantine. Items are subject to inspection upon entry.
5. All vendors are responsible for obtaining the required government permits, certificates and/or licenses to participate as a vendor in Festpac 2016.
6. All vendors must adhere to Public Health, Safety and Fire requirements in accordance to their participation as a vendor in Festpac 2016. Requirements can be clarified with agency personnel at GovGuam OneStop (Permit) Center.

6. FOOD BOOTH REQUIREMENTS:

1. Water dispenser and soap and catch basin for washing
2. A drip pan with non-flammable absorbent for BBQ
3. Fire extinguisher (minimum 10 pounds) in the booth
4. Only certified food handlers are allowed in the food booth

7. VENDOR CONSIDERATION: The Booth Committee will only consider applications with the following completed:

1. Receipt of full payment of all applicable fees. Personal or business checks will only be accepted.
2. Completed Booth Application and Hold Harmless Agreement with required signatures.
3. Each vendor is required to pay a \$200 Insurance fee, which will cover the liability insurance for the 2-week event.
4. Booths are limited, only one category for each vendor.

5. Your application will be reviewed and you will be notified upon selection and approval.

8. RULES & REGULATIONS:

1. Each vendor will be assigned one 10'x10' booth.
2. Space is limited therefore selection of vendors will be determined by the highest bids per category.
3. Each vendor will provide their own tables and chairs and should have no more than four tables and four chairs for each booth.
4. No vehicles will be allowed on fairgrounds without passes for loading and unloading.
5. All booths must be operational and staffed throughout the entire event. No early closing of booths is allowed.
6. Each vendor should be required to adhere to all Guam laws and laws pertaining to restricted use of Trademark labels and the Guam Product Seal label.
7. Each vendor is required to have an adequate supply of products for the entire 2-week period. If a booth is left empty for a period of more than 24 hours the contract will be terminated and your booth will be relinquished to the event organizers.
8. All applicable permits, as stated under the general permit section, must be presented as part of the application packet.

Hold Harmless Agreement

We agree to assume all risks and injuries arising out of or resulting from the use and participation in the FESTPAC, its location, its facilities, and/or properties located on site. We also agree to make no claim whatsoever for injuries and to hold harmless the FESTPAC, its members, agents, representatives, or employees, arising as of or resulting from the use of any of the buildings grounds, real property, or personal property located at the fair site. We also agree to make no claim whatsoever against the Guam Economic Development Authority in administering this application process. Furthermore, we shall assume responsibility for the damages sustained to the equipment, grounds, furniture and facilities resulting from the use of such and/or occupancy of said premises. No refunds in case of inclement weather, acts of nature, God or war, or restrictions by government agencies to amend or cancel this event, over which the FESTPAC has no control.

Authorized Signature

Title

Print Name

Date

9. I certify that all statements made and ALL INFORMATION CONTAINED IN this vendor application for the 12th Festival of Pacific Arts ARE TRUE AND CORRECT.

Authorized Signature

Title

Print Name

Date

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