

## **RULES AND REGULATIONS**

### **BAMU 2<sup>nd</sup> ANNUAL CHICKEN WING FESTIVAL**

**When:** Saturday, September 11, 2010

**Where:** Old Town, Eureka. F Street Boardwalk. (rain or shine)

**Time:** 11a.m.-4p.m.

**Booth Spaces:** A 10' x 10' booth space will be pre-assigned. Vendors will be responsible for their own displays.

**Booth Locations:** All booths are assigned by BAMU. Festival participants who get their form in before the deadline will have first right of refusal to their space. BAMU reserves the right to move booths as needed.

**Booth Set-Up:** Set-up will be on Saturday, September 11, between 8:00 and 10:30a.m. All cars must be clear of the event area by 10:00a.m. All booths are to remain open from 11a.m.-4p.m.

**Booth Teardown / Cleanup:** Teardown and cleanup is from 4-5:15p.m.

**INSURANCE:** All booths must provide a certificate of insurance. The policy must be for \$2,000,000 liability and list Businesses Against Meth Use Inc, Globe Properties Ltd, Inc, Rendezvous Enterprises Inc, Eureka Main Street, and The City of Eureka as Additional Insured for the date of September 11, 2010. Any vendor (excluding food) without insurance must pay an additional \$200 fee as noted above. All food vendors must provide a Certificate of Insurance. If you are having trouble finding insurance locally, you may call Brian Phoebus, Program Director, National Trust Insurance Services, LLC at (410) 547-3188.

**Booth Limit:** In order to present a balanced festival, BAMU reserves the right to limit the number of booths in any category.

**Booth Requirements:** All booths must have a currently tagged **2A FIRE**

**EXTINGUISHER** and are required to follow the enclosed Fire Department regulations. The Fire Department will inspect every booth prior to the festival and issue permits accordingly.

#### **Food Concession Rules:**

1. Must comply with enclosed fire regulations
2. Must obtain a Temporary Food Facility Permit from the Humboldt County Health Department two weeks prior to the festival. Call Jan at (707) 445-6215. Have copy of permit in booth during the festival.
3. Must have a fire extinguisher, a fireproof booth, a large garbage can and a broom.
4. Must keep area free of trash during the festival and remove trash at the end of the day to the dumpster provided, or take trash with you.
5. Must put a tarp down on the floor of your booth to prevent a mess and to ease clean up.
6. Must bring a bag of sand or cat litter to use in case of a grease spill.

**Power must be supplied by a generator.** If your set-up requires you to use a generator, you must specify this in your application. Any use of a generator must be approved by BAMU and the Fire Department. The City of Eureka and the Fire Department have the final approval on the day of the festival. If they feel something is unsafe or is a threat to the safety of the festival and its patrons, they may “pull the plug” and deny power. Please discuss all power requests with the festival coordinator well in advance of the show.

**General Rules and Regulations:**

1. ALL Participants must clean their booth space completely of trash during the show and at the end of the day. A large dumpster will be provided. **DO NOT LEAVE YOUR MESS FOR THE FESTIVAL COORDINATORS TO CLEAN UP. A \$150 CLEAN-UP FEE WILL BE ASSESSED TO VENDORS WHO LEAVE THEIR MESS BEHIND.**
2. NO dogs.
3. DO NOT attach anything to the merchant storefronts. DO NOT lean any booth materials or supplies against business windows. **IF YOU BREAK IT – YOU REPLACE IT!**
4. This is a family festival. We do not allow booths to sell or contain any drug or paraphernalia-type items, anything deemed a danger to public safety, or considered to be offensive. Please be specific about what you plan to sell in your application form. BAMU is the only authorized booth to sell beverages, both alcohol and non alcoholic. There can be no alcohol on the boardwalk.

**Vendor Responsibilities:** Insurance, terms and conditions of sale prices, sales tax and delivery are the responsibility of the vendor and concessionaires. BAMU AND the City of Eureka will not be responsible for losses due to theft, breakage, damage, weather or any other liability. All sales, publicity, promotion and distribution of printed material must be confined to your assigned space.

**THANK YOU in advance for your cooperation and compliance with our festival guidelines. We look forward to a FANTASTIC FESTIVAL! For further information, please call BAMU at (707) 442-7662.**