



McMinnville Area Chamber of Commerce Presents:

# TURKEY RAMA

## 2019 VENDOR Application

Each year thousands of people flock to McMinnville for the food, fun and entertainment of Turkey Rama. This community festival observes the historical importance of the once-thriving turkey industry in the surrounding county - the turkey farms are gone, but Turkey Rama lives on!

Please PRINT NEATLY in all fields on this application and **submit application and payment along** with the **required documentation (on pg. 2)** to the McMinnville Area Chamber of Commerce: 417 NW Adams Street, McMinnville, OR 97128.

This is not a contract. You will be contacted by the event coordinator pending jury approval of your submission. Applications are first come, first serve and a late fee will be applied after May 1, 2019.

**INCOMPLETE applications and documentation submission, will NOT be accepted.** Please read and understand page 4 & 5 "Vendor Fact/Information"

Today's Date: \_\_/\_\_/\_\_

Business Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_ - \_\_\_\_\_      Alt. Phone: (    ) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Website: \_\_\_\_\_

Received on:

**Please check all that apply:**

Chamber, MDA Member or

**Downtown Storefront - NO CHARGE\***

\*(1 – 10” x 10” ONLY - must purchase ADD’L space if needed)

**Vendor Type:**

- Chamber Member
- MDA Member
- Downtown Store Front
- Retail

**Late Fee:**

- After May 1, 2019 - Add \$50

**Total Payment Due: \$ \_\_\_\_\_**

**Non-Chamber / MDA Member Business / Downtown Storefront:**

- Located **within** zip 97128 - \$400 (10x10) space
- Located **outside** zip 97128 - \$450 (10x10) space

**Electricity: (no generators are allowed in any booth)**

- 10 amp service - Add \$90
- 20 amp service - Add \$125
- 30 amp service - Add \$200
- 40 amp service - Add \$250

---

**Include the following with your COMPLETED application, as applicable or it will be considered incomplete:**

- o **Payment in full**
- o Copy of your Certificate of Insurance (COI) – **Must be submitted with application**
- o **Complete list of products** including their origin and price and **Photographs** of your typical set-up
- o **List of electrical equipment**
- o **Amperage** requirements of all electrical appliances must be accurate
- o Dimensions of self-contained booths

---

**Vendors that apply for the 2019 Turkey Rama will undergo jury selection. Selection will be based on the following criteria:**

- First come, first served - applications will be juried in the order they are received
- Activities that are fun and engage the community
- Products that are made in the USA. Products local to Yamhill County and Oregon preferred
- Products that are hand-crafted
- Booth appearance, product quality and price range

---

**Terms & Conditions:**

The McMinnville Area Chamber of Commerce reserves the right to select and place vendors in the festival depending on the needs of the festival as a whole. Placement requests will be carefully considered but, are not guaranteed. Vendor booths may not be sub-leased. Any changes to vendors, products, prices or activities must be communicated to the Event Coordinator immediately as they occur. Vendors will be sent details of participation upon completion of jury selection.

**VERY IMPORTANT:** Please read and understand page 4 & 5 “Vendor Fact/Information”

**Payment must be submitted in full and is due with completed application, no later than May 1, 2019.**

---

**Due Dates:**

Complete Applications for the 2019 Turkey Rama are **DUE by May 1, 2019**. Applications received between May 2, 2019 and May 31, 2019 are subject to a \$50 late fee. Applications received after June 1, 2019, will not be considered.

**ZERO WASTE POLICY**

The McMinnville Area Chamber of Commerce and Zero Waste McMinnville encourage you to use best practices in recycling and will be at the event to help assist with making this a zero-waste event. We need your participation to achieve this. All products provided to customers **MUST** be packaged in recyclable, reusable, or compostable materials.

**HOLD HARMLESS AGREEMENT AND RELEASE**

In consideration of the privilege of participating in the 2019 Turkey Rama, promoted and produced by the McMinnville Area Chamber of Commerce, the undersigned, as an authorized representative for \_\_\_\_\_ (“Participant”) and his, her or its members, predecessors, assigns, heirs, executors, administrators, and legal representatives, does hereby agree to indemnify, waive, release, defend and hold harmless the McMinnville Area Chamber of Commerce, its directors, officers, officials, agents, employees and volunteers from and against any and all liability, claims, lawsuits, losses, judgments, fines, penalties, damages and causes of action, including all costs, disbursements, attorneys’ fees and expenses of litigation, arbitration, mediation or settlement, for death, injury to, or debt of any person, or for loss off, damage to, or loss of use of any property arising out of or in connection with participation in the Turkey Rama event or any preparation leading up to Turkey Rama event.

Participant acknowledges and agrees that his, her or its obligation to indemnify, release, defend, and hold harmless the McMinnville Area Chamber of Commerce and its directors, officers, officials, agents, employees and volunteers from liability for any personal injury, property damage or wrongful death shall apply whether or not the claims, lawsuits, losses, or damages arise in whole or in part from the negligence of the McMinnville Area Chamber of Commerce, and its directors, officers, officials, agents, employees and volunteers. Participant assumes all risk of bodily injury or property damage that his, her or its members may incur in participating the McMinnville Turkey Rama.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS DOCUMENT BY READING IT BEFORE I SIGNED IT, AND AM AUTHORIZED TO SIGN IT ON BEHALF of \_\_\_\_\_ (Business Name).

I understand and agree that the terms herein are contractual and not a mere recital and that I have signed this document as my own free act.

Name: \_\_\_\_\_ DATE: \_\_\_\_\_

Authorized Signature of Participant

# TURKEY RAMA

## 2019 Vendor Fact Sheet

**You will be notified approximately June 11, 2019, as to which section you are in and where to report to.**

### SET UP

**Friday, July 12**

- Set-up begins at 6am. Please be fully set up by 9:30am
- All vendors must check in with the on-site Event Coordinator/Block Captain or coordinator
- There will be a volunteer Block Captain stationed on each block in the festival corridor to assist with placement and vendor needs during the festival
- Once you check-in - Please **unload your vehicle and remove it from the area as soon as possible** to allow others to unload – we'd like to eliminate congestion
- Electrical Power will be at your booth space AS REQUESTED ON YOUR VENDOR APPLICATION
- Vendors are NOT ALLOWED to run electrical cords from neighboring storefront businesses to their booth – this causes trip hazards – you must purchase electricity if you need it

### PARKING

- **FREE vendor parking** is available at the public parking garage at 5<sup>th</sup> and Evans St. or on side streets **OUTSIDE of the Historic District** (Historic District: Adams to Johnson/Lafayette, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> St.)
- **Vendors may NOT** park on the street, in a public parking lot, or business parking lot within the Historic Downtown District
- **Temporary parking** for loading and unloading in the Event Area is allowed – contact Event Coordinator if you need assistance or ask your Block Captain
- **DO NOT UNDER ANY CIRCUMSTANCES** - MOVE STREET CLOSURE BARRICADES (they are in place for patron safety)
- **YOU WILL BE TOWED** - No vehicle/s/trailers shall be parked behind street closure barriers on the side streets within the event corridors, where NO Parking is noted – they will be towed at the expense of the vehicle's owner - Contact your Block Captain if you need assistance

### EVENT HOURS – VENDORS ARE EXPECTED TO REMAIN OPEN AND OPERATING DURING THESE HOURS

- Friday, July 12 – 10am to 9pm
- Saturday, July 13 – 10am to 9pm

### TAKE DOWN – Saturday, July 13 - **no early removal allowed (this leaves empty event space) – you have committed to both full-days**

- Vehicles will be allowed in the event area on Saturday, July 13, starting at 9:00pm (no sooner)
- All structures, product, trash, etc. must be removed by 11:00pm
- **If you have an emergency situation** where you have to leave you are required to find your Block Captain and they will help assist you with the safe egress plan (patron safety is #1)

### VENDOR BOOTH SPACE

- We provide a designated **10 x 10 space ONLY** - **Vendor must provide** all items needed for your booth: canopy, table, chairs, etc - Booth side walls are not allowed
- We have **LIMITED “overnight” security** – please do not leave cash registers or items with high value in your booth – plan to remove them, and drop your canopy down at night
- There is **NO VEHICAL LOADING** access on Friday night. WE DO NOT COVER loss of theft. Your insurance is required

### WHAT TO EXPECT – see event layout map

- **Garbage Service**: please empty your **booth garbage and/or recycling** in appropriate zero waste

containers (please map these out, when you arrive for set up)

- **A Waste Water** (gray water) unit is located downtown. Do NOT dispose of any gray water in the portable restroom, in the streets or storm drains
- **Clean water** is available for vendor usage at designated locations
- **Ice** may be purchased from Harvest Fresh Grocery at 3<sup>rd</sup> and Cowls St.

#### **VENDOR RESPONSIBILITIES (as stated in the Vendor Agreement)**

- You must comply with all applicable electrical, fire, and health department regulations and all city, county and state and federal laws
- **FOR SAFETY REASONS** You must not bring any unauthorized vehicles, trailers, or deliveries into the selling area during event hours
- You must have a working fire extinguisher on site in your booth

#### **QUESTIONS AT THE EVENT**

- Visit the Chamber of Commerce Event Information Booth located at 3<sup>rd</sup> and Davis or contact your Block Captain
- We hope you have a successful and enjoyable experience at the 2019 Turkey Rama