



June 8th, 9th, 10th, 2012
Lake Wilderness Park - Maple Valley, WA
Fri 3-10pm, Sat Noon-9pm, Sun 10am-6pm

Vendor Guidelines

VENDOR CATEGORIES

- Handcrafters - One who sells products made exclusively by the participant.
- Commercial - One who sells or promotes products manufactured by others.
- Service/Consulting - One who sells a product that is acquired at a later date. One who schedules a future meeting to review a product or service. One who accepts no money at the point of contact for goods or services.
- Food Service - One who prepares or sells food, soft drinks, candy, etc., to be consumed on site.
- Non-Profit - Groups who promote participation of local residents in community events and/or local clubs. Political organizations who provide information relevant to local residents. Charitable organizations seeking volunteers for community services. Groups who solicit donations for local non-profit organizations. State non-profit certificate require.

*Non-profit groups are eligible for a free booth if they provide two hours of pre-arranged labor during the Festival. Please contact **Cindy Webb at 425-281-2708** for additional information.*

VENDOR GUIDELINES

- Standard booth size is 10' x 10' -- you'll need to provide all display material -- tables, chairs, canopy, etc., required for your booth.
- Vendor is responsible for making his/her space appear attractive with table skirting, signage, etc.
- This is an outdoor event in a city park -- no vehicles may be driven on the grounds. You'll need to hand truck, cart, etc., your goods to your designated area.
- Electricity is available for a fee, but is very limited.
- Food vendors must provide their own white hoses for water.

ITEM GUIDELINES

- All beverages must be in aluminum cans, plastic, or paper containers -- no glass bottles.
- No alcoholic beverages will be allowed on the festival grounds at any time.
- Silly String, stink bombs, poppers, confetti or similar products will not be permitted.

POWER USAGE

110 and 220 volt power is available for an additional \$125 per 110 outlet. Vendors requesting power must provide extension cords. An electrician will be available during the festival. Power fee is non-refundable.

Accommodations

Overnight camping on the park grounds is not allowed. All vehicles must be removed from the park by closing time. Overnight camping is available at:
Kanaskat-Palmer State Park, 32101 Kanaskat, (800) 452-5687

Local hotels and motels:

Silver Cloud Inn, 1850 Maple Valley Hwy, Renton (425) 226-7600

Booth Spaces

All vendor booth spaces are outdoors and on the grass. Please be prepared for adverse weather conditions. MAPLE VALLEY DAYS provides no tents, tables or other equipment and booth set-up is the responsibility of the vendor. Please do not set-up before checking in with the Information Booth if this happens you will be asked to leave the festival without a refund, plus this will eliminate you from participating in any future MAPLE VALLEY DAYS. **NO Generators will be allowed in the Arts & Craft/Commercial booth area.**

Clean-up

We take pride in the fact that Monday morning Lake Wilderness Park is at least as clean as before the festival. We ask for everyone's cooperation in placing non-recyclable trash in dumpsters rather than the garbage cans. All recyclable cardboard must be broken down and placed next to the dumpster. The main dumpster will be located next to the tennis courts. Failure to leave your booth space as clean as you found it could jeopardize your involvement in future Maple Valley Days.

Food Vendors-Set up on Thursday (trailers will be set up first)

Food vendors must have the required permits prior to the festival. Health Department personnel will be on the festival grounds performing inspections to ensure all vendors are meeting current health requirements. On-site refrigeration will not be provided. Fire Department personnel will be on site Friday morning, you will receive a list of Fire Code requirements pertaining to your booth. Please be sure to complete this form for his review.

Sales Tax

The sales tax rate in Maple Valley is **8.5%**. The location code to use for sales tax reporting is **1720**. Using this code on the State's "Combined Excise Tax Return" will insure that the City of Maple Valley gets its share of the sales tax rate.

Security

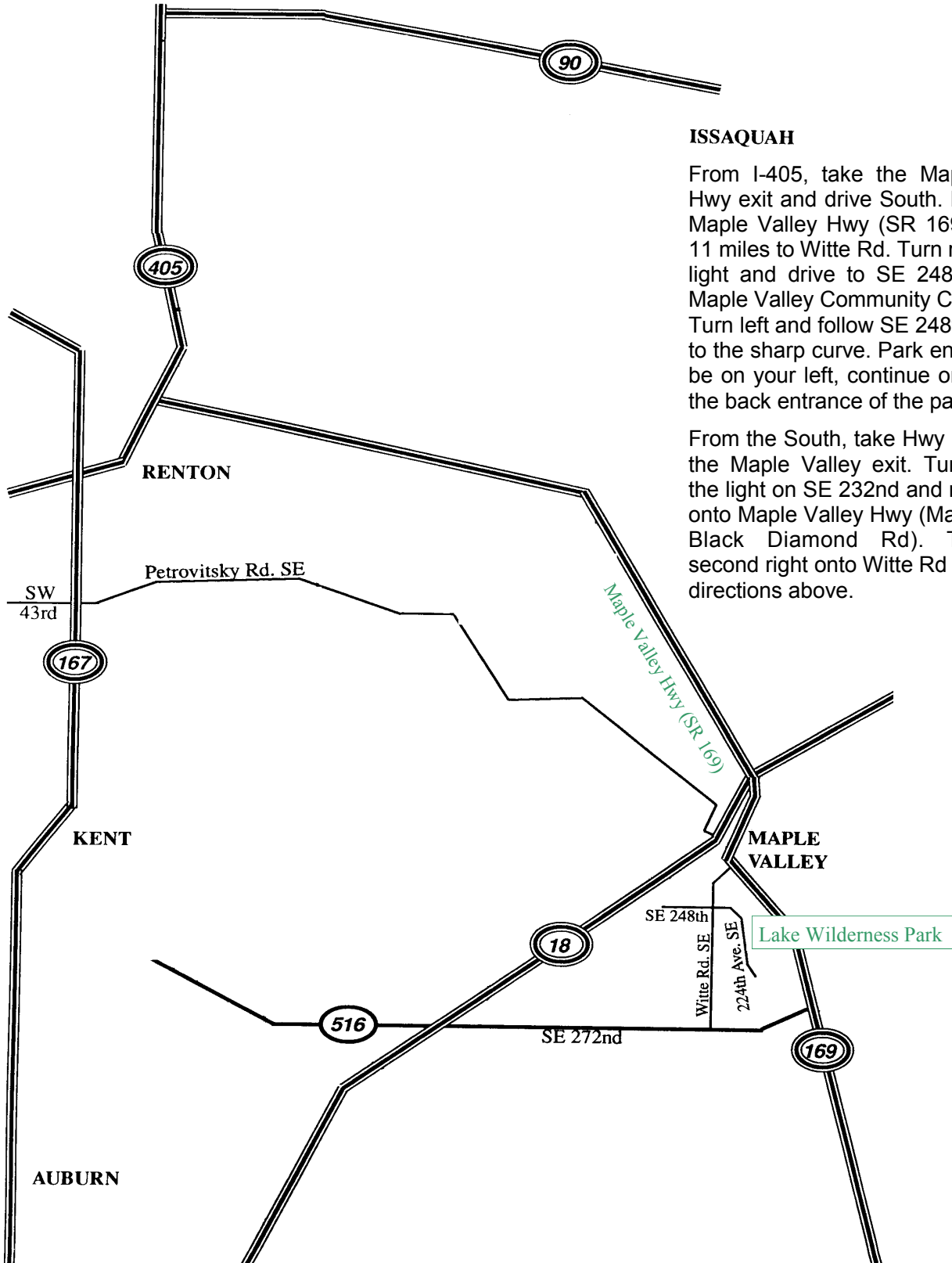
Security will be provided by the City of Maple Valley Police Department and/or King County Sheriff Department from Friday 9:00 pm to 6:00 am Saturday morning and from Saturday 9:00 pm to 6:00 am Sunday morning.

We anticipate over 15,000 visitors to our festival and hope MAPLE VALLEY DAYS is a pleasant and profitable experience for you.

Cindy Webb

Cindy Webb
President-Vendor Director
MAPLE VALLEY DAYS Volunteer Committee

NORTH



ISSAQUAH

From I-405, take the Maple Valley Hwy exit and drive South. Follow the Maple Valley Hwy (SR 169) approx. 11 miles to Witte Rd. Turn right at the light and drive to SE 248th St and Maple Valley Community Center. Turn left and follow SE 248th .2 miles to the sharp curve. Park entrance will be on your left, continue on 224th to the back entrance of the park.

From the South, take Hwy 18 East to the Maple Valley exit. Turn right at the light on SE 232nd and right again onto Maple Valley Hwy (Maple Valley Black Diamond Rd). Take the second right onto Witte Rd and follow directions above.

SOUTH