

**ATTENTION VENDORS!
IT IS TIME TO SIGN UP AGAIN
FOR THE LEWISTON 4TH OF JULY CELEBRATION**

This year the celebration will be held on Tuesday, July 4, 2017. Park festivities will begin right after the parade. The parade begins at 9:00 a.m. and ends at approximately 10:00 a.m. The park festivities are held at the park located behind the church on the corner of Center and Main Street.

If you are interested in participating as a booth vendor for the park festivities: **PLEASE COMPLETE THE ENCLOSED APPLICATION AND RETURN WITH THE APPLICABLE FEES BY JUNE 23, 2017 to:**

Lewiston City Office
Attention: Kelly Hansen
PO Box 36
Lewiston, UT 84320

Booth fees are \$35 per 12 x 12 booth space without electricity. Booth fees are \$40 with electricity. Booth space with electricity is limited and will be assigned on a first-come, first-served basis. Electricity is allocated to food vendors first and then to commercial vendors. Food vendors will be closer to the electricity. Product or service vendors will be farther away from electricity (please plan accordingly). Please make checks payable to Lewiston City. There will be no refund of booth fees after June 23, 2017.

GUIDELINES:

NEW THIS YEAR: Every vendor must choose a time that they will be setting up their booth/vendor space. The vendor coordinator must be in the park when your vendor space is being set up. This guideline is not negotiable.

Each booth space is 12x12 foot. If you anticipate that you will need more space than the standard booth space, you will need to pay for an additional booth. Please do not set up your booth outside of the boundaries that you have paid for. It is not fair for the other vendors.

You will need to provide your own booth equipment (table, canopy, extension cords, etc.) You will need to provide your own water. Please plan appropriately for extension cords. Your booth may be a long distance from the electricity source. We do everything in our power to make sure electricity needs are met. But, it cannot be guaranteed.

Bear River Health Department requires food vendors to obtain a Food Handler's Permit. Please contact the Bear River Health Department for information and for applicable fees. You must have this permit displayed in your booth.

You may begin to set up your booth either on Monday, July 3, 2017 from 5:00-9:00 pm or starting at 6:00 a.m. on the day of the 4th. Lewiston City is not responsible for any booth equipment or inventory loss, theft or damage. You must be set up by the time parade begins at 9:00 am. There will be no traffic access to the park after that time. Please do not drive on the grass. It could damage the sprinkler system (this happened in 2015; the costs to repair the water break were very expensive). The event will end at 3:00 p.m. **You must leave your booth up and be in operation until 3:00 p.m.**

Only one "name brand" dealer per event, i.e.: Tupperware, Scentsy, Paparazzi etc. Other types of vendors may be limited so that there may be a balance of vendors in the park.

Food Vendors: We do our best to have an appropriate balance of all types of food and concessions. We will evaluate the balance of food vendors based on when applications are received and honoring those food vendors that would like to return to our 4th of July celebration.

If you have question or concerns, please contact Kelly Hansen, Park Booth/Festivities Chairman at 435-258-3707, 435-881-1785 or by e-mail at hansenbk10@digis.net. You may also contact the Lewiston City Office at 435-258-2141. I am looking forward to working with each of you.

Sincerely,

Kelly Hansen
Lewiston City 4th of July Committee
Park Festivities/Booth Chairman

