



**LATINO FEST**  
**PRODUCT/SERVICE VENDOR APPLICATION**  
*September 14<sup>th</sup> 2019*  
*City of Madras ~ Sahalee Park*

Vendor/Business Name	
Product or Service Description <i>What will you sell or promote?</i>	
Contact name	
Phone numbers	
E-mail address Website	
Mailing address	

***The 2019 Latino Fest will take place on Saturday, September 14<sup>th</sup> from 11:00 AM to 5:00 PM in Sahalee Park, Downtown Madras. The Latino Fest will be free for the public to attend and the only cost to the attendees will be the food and other items they choose to purchase from our food and product vendors. The product/service vendors will be located in one specific area of the park, with the exception of our major sponsors.***

- There will be a \$50 fee (if you pay before August 1<sup>st</sup>; \$65 on or after 8/1/19) to participate in the 2019 Latino Fest as a product/business vendor, this includes either 110v or 220v electricity.
- Please indicate if electricity is needed \_\_\_\_\_ 110v \_\_\_\_\_ 220v
- A copy of certification of the required licenses and liability insurance must accompany this application.
- Please provide a list or description of items you will sell/promote and your pricing.
- The sale of all beverages and food will be permitted by our food vendors only.
- Please be set up by 11:00 AM and remain set up until 4:00 PM on the day of the Festival.
- Please comply with the attached rules and regulations sheet.

**Please mail this completed application, the attached release form and a check (payable to LCA) by August 31, 2019 to ensure your place with us at this year's Fest:**

Latino Community Association  
 Latino Fest  
 715 SW 4<sup>th</sup> Street, Suite A  
 Madras, Oregon 97741



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**Release and Waiver of Liability and Indemnity Agreement**

This agreement is made on (month/date) \_\_\_\_\_, 2019 in the County of Jefferson, between (your company name) \_\_\_\_\_, hereinafter referred to as "Vendor," and The Latino Community Association's Latino Fest, or "LCA". In consideration for participation in the 2019 Latino Fest, the undersigned hereby agrees to the following:

- 1) Vendor releases and discharges LCA, its volunteers, agents, employees, directors, and organizers, from all liability for all loss or damage and any claims of demand therefore, on account of injury to any individual or property resulting from the Vendor's participation in Latino Fest.
- 2) Vendor agrees to indemnify and hold harmless LCA, its volunteers, agents, employees, directors, and organizers, from any loss, liability, damage or cost, including attorney fees, arising out of Vendor's participation in the Latino Fest, whether caused by the negligence or willful act of the Vendor or any other person or persons.
- 3) Vendor hereby assumes full responsibility for the risk of bodily injury, death or property damage relating to or arising out of Vendor's participation in the Latino Fest.
- 4) The undersigned further expressly agrees that the foregoing RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT is intended to be as broad and inclusive as permitted by the laws of the State of Oregon. If any provision of this Agreement is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date



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**Rules and Regulations: Noncompliance with any of these rules and regulations may result in removal from the festival.**

- THIS IS A RAIN OR SHINE EVENT! The entire event is outside so be prepared for changeable Central Oregon weather!
- LCA requests a copy of your products/services so we can avoid duplication of items, whenever possible and/or appropriate, for your benefit.
- Vendor agrees to arrive by the designated set up time and to remain open during Festival hours of operation (*please be ready for business by 11:00 a.m.*)
- Vendor space is approximately 10 feet by 10 feet
- Vendor must be self-contained as there is no water provided to your location, although there is water at Sahalee Park.
- Generators, if used, must be quiet and placed away from the crowd
- Vendor to provide needed extension cords, at least 100-150 feet long
- Vendor to provide all equipment and supplies (booth or cart, signage, lighting, etc.)
- Vendor agrees to supply a professional sign indicating the item(s) being sold or promoted and the price of items (signage not to exceed 12 feet above ground level)
- Vendor is responsible for having appropriate safety equipment/fire extinguisher at your booth.
- Vendor must follow all processes expected of licensed businesses and agree to inspection by Jefferson County Environmental Health personnel on day of event. Vendor must have a current Jefferson County long-term or temporary business license; licenses may be obtained through the City of Madras at 125 SW E Street, (541) 475-2344.
- Vendor must provide the Latino Fest with a copy of the Certificate of Insurance and a copy of your business license.

Please direct any questions regarding legal requirements to the City of Madras. For questions about the logistics on the day of the event call Ana Bueno at (541) 325-6837 (se habla español).