



**LATINO FEST**  
**NON-PROFIT VENDOR APPLICATION**  
*September 14<sup>th</sup> 2019*  
*City of Madras Sahalee Park*

Organization Name	
Organization's Mission and/or purpose for being at the Latino fest	
What kid's activity will you provide?	
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 non-profit booths will be located in or near the Kid's Area for those that provide a kid's activity.***

- The \$60 vendor fee is waived for all non-profits that provide a kid's activity. Call us with any questions about activity ideas.
- Please indicate if electricity is needed     110v     220v
- Please provide your table and chairs. We highly recommend you bring a canopy as well.
- A copy of a certificate of liability insurance must accompany this application.
- Please provide a brief description of services you will promote (your mission).
- 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 at least 4:00 PM on the day of the Latino Fest.
- Please comply with the attached rules and regulations sheet.

**Please mail this completed application and the attached release form no later than September 1<sup>st</sup> to ensure your place with us at this year's Latino Fest:**

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

Questions? [ana@latinocommunityassociation.org](mailto:ana@latinocommunityassociation.org) or 541-325-6837



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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 Latino Fest.**

- THIS IS A RAIN OR SHINE EVENT! The entire event is outside so be prepared for changeable Central Oregon weather!
- LCA requests an explanation of the kids' activity you plan to provide so we can avoid duplication whenever possible.
- Vendor agrees to arrive by the designated set up time and to remain open during Latino Fest 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 SahaleePark.
- 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 materials and supplies (signage, lighting, canopy, etc.)
- 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 Southwest E Street Madras OR 97741 541-475-2344. This does not apply to non-profit vendors unless specifically requested.
- Vendor must provide the Latino Fest. with a copy of a Certificate of Additional Insured, as appropriate.

Please direct any questions regarding licensing 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).