

HOLIDAY BAZAAR 2024



NOV 16 | DEC 7 & 8 | DEC 21

9:30AM – 4:00PM

HOUSE OF AWAKENED CULTURE | 7235 NE PKWY, SUQUAMISH WA, 98392

VENDOR APPLICATION

This Holiday Bazaar is free to vendors and free to the public to attend. We ask that you do your part to share the event with people you know and the community. Use the event flyer to share the event.

Booth/Company Name: _____

First & Last Name: _____

Mailing Address: _____

City, State & Zip: _____

Phone: _____ Cell: _____

Email Address (Required): _____

Suquamish Tribal ID # (if applicable): _____

Today's Date: _____

Booth space is assigned as applications are submitted. Space is available while supplies last.

WHAT YOU'RE SELLING

If your items are handmade, there are no restrictions to what you can sell. If you are selling manufactured items from a specific company, only one vendor is allowed to sell a manufactured product.

Please describe the items you'll be selling _____

BOOTH TYPES

Each vendor is allowed one (1) booth space., if your items require extra lighting, you may bring lights, but access to electricity is not guaranteed. Food Booths will be set up outside all cooking food booths will be located on the Lawn.

Please see Food Vendor booth information.

BOOTH TYPE	Pick Booth Size	Booth Includes	Restrictions
4 x 10 Booth		One 8 Foot Table & 2 chairs	No Canopies No Generators Your items must stay inside the boundaries of your booth. Extension cords you must have carpet to put over cord to prevent tripping, if this is not provided, you'll be asked to remove extension cords. Access to electricity is not guaranteed. Vendors can only setup indoors You must clean up after yourself
6 x 10 Booth		One 8 Foot Table & 2 chairs	
8 x 10 Booth		One 8 Foot Table & 2 chairs	

PICK DATES

You are required to do both days (Saturday & Sunday) of the weekends you choose. Please check the boxes for the weekends you'd like a vendor space for:

<input type="checkbox"/> November 16	<input type="checkbox"/> December 7 & 8	<input type="checkbox"/> December 21
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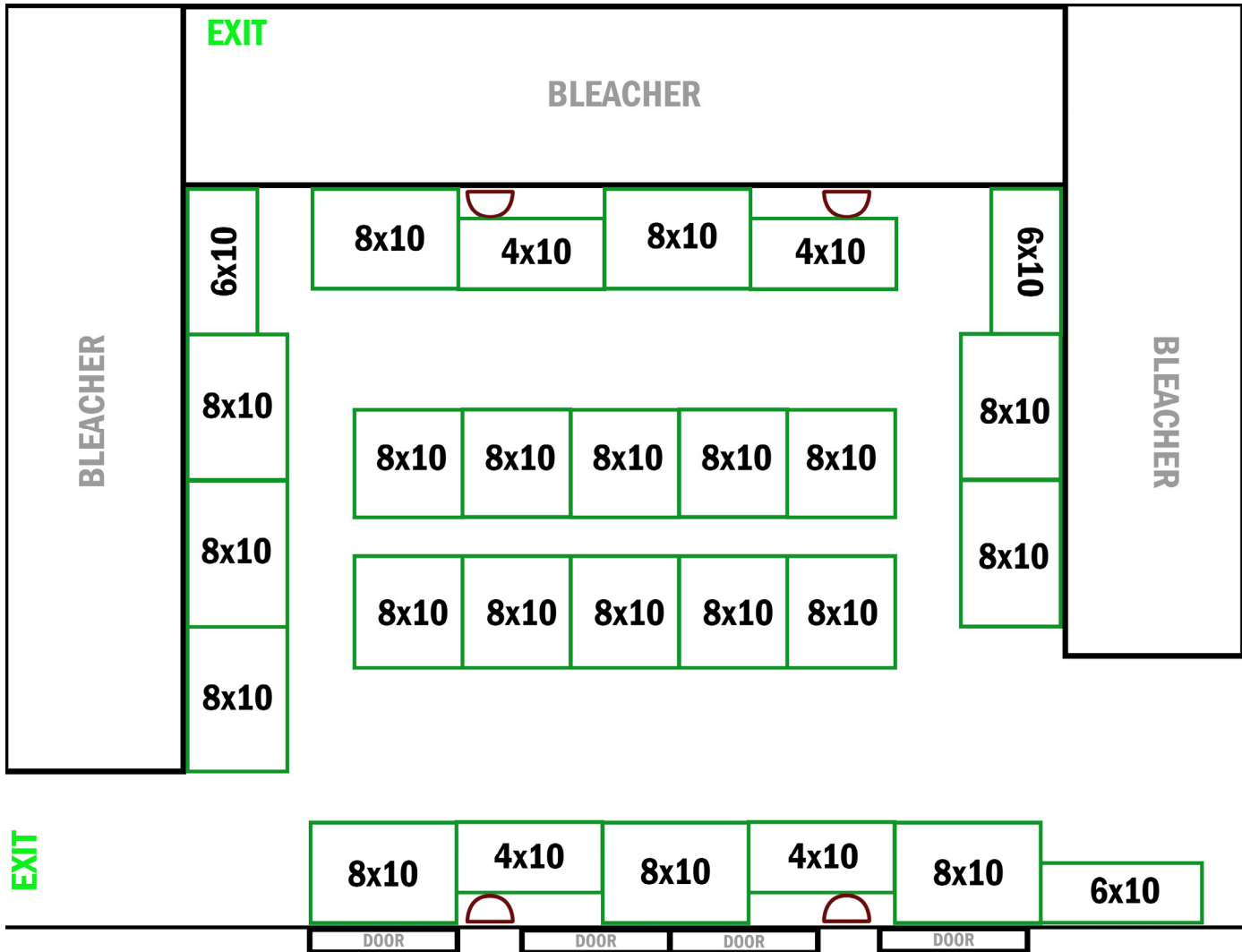
BOOTH SETUP

DATE	BUILDING ACCESS	SETUP BY	CLEANUP BY
11/16	7:30am	9:00am	5:00pm*
12/7	7:30am	9:00am	5:00pm*
12/8	8:00am	9:00am	5:30pm
12/21	7:30am	9:00am	5:00pm*

**On multi day event, you can keep your booth and items setup. The building will be locked after the event, it is up to you if you want to keep your items there overnight. We cannot guarantee the safety of your items, it will be at your own discretion to leave your items in the building.*

VENDOR MAP

You'll be assigned a spot upon submission of the application based on the size of the booth you chose. You will be emailed the image below showing which spot you have.



By submitting your application, you agree to the following:

- Submitting your application does not guarantee participation in event.
- The event coordinator will not be responsible for lost, stolen, or damaged items.
- You will adhere to and follow the code of conduct.
- You will be responsible for the cost of property damage and/or personal injuries, if any, that are caused by your participation in the event.

FOOD CONCESSION REGULATIONS

- Every person working inside the food booth is required to have a food handlers permit.
 - Copies of food handler cards for each worker is required with the application and at the booth.
 - An Indian Health Services (IHS) or Washing State food handler card will be accepted.
 - Online courses for a food handlers permit can be found: www.ihs.gov/foodhandler/ OR www.foodworkercard.wa.gov
 - Washington State health departments offer in person training & testing. <https://www.doh.wa.gov/CommunityandEnvironment/Food/LocalFoodSafetyContacts>
- Food concessions are subject to Indian Health Service inspection.
- A fire extinguisher and a first aid kit are required in all food booths.
- Keep your area clean and garbage free.
- Keep non-registered personnel out of your food prep area.
- No drugs or alcohol are allowed on the grounds. Violators will be asked to leave.
- INSPECTION LIST
 - On the last page of this application, please find the Indian Health Services inspection list so you can prepare for what will be tested.

By submitting, you claim you have read, and have fully informed yourself of the contents of this Agreement/ Contract. You agree to abide by the regulations stated in this document or face the possibility of disqualification.

TEMPORARY FOOD STAND

Indian Health Services
Office of Environmental Health
Bremerton, WA (360) 792-1235

Food Stand _____

Inspection Date:

Inspected By:

Main Foods _____

- _____ 1. Handwashing Station. With soap, towels, and a wastewater bucket.
- _____ 2. Healthy Workers. Show no symptoms of vomiting, diarrhea, stomach cramps or fever.
- _____ 3. Hair Restraints. Hair needs to be restrained with a ball cap or other means.
- _____ 4. Gloves. A good quantity of disposable gloves are required and should be available for all food handlers.
- _____ 5. Food Training Card. All food stand operators will need a current food handler's card.
- _____ 6. Ice Coolers.
 - One ice cooler for RAW foods
 - One ice cooler for Ready-To-Eat foods
 - Ensure melted ice water is drained in all coolers
- _____ 7. Temperatures and Thermometers
 - Temperatures are correct (holding, cooking).
 - Thermometers are calibrated, working, available and used.
- _____ 8. Washing Dishes & Surfaces
 - On site bucket system for washing dishes OR take them home to wash and replace every 4 hours
 - If washing station is on-site, must have one bucket for rinsing, one buck for washing and one bucket for sanitizing
 - Wiping Cloths and buckets. Buckets for washing surfaces should only be for washing surfaces.
Cloth must be pre-moistened with sanitizer or sanitizer is in bucket.
- _____ 9. A Fire Extinguisher
 - Ensure the extinguisher is a Class B rating as they are effective against flammable liquid fires (such as oils, gasoline, etc.)
- _____ 10. No Animals. Animals are not permitted in the food prep areas.

OUTDOOR FOOD BOOTH

Please provide the name of each person working in the booth for this event	Has WA State Food Handlers Card?	Menu Please provide details of the items you will be serving

OUTDOOR BOOTH TYPES

Each vendor is allowed one (1) booth space. Access to electricity is not guaranteed. Outdoor Food Vendors are allowed to bring a generator for their booth.

BOOTH TYPE	Pick Booth Size	Restrictions
10 x 10		Your items must stay inside the boundaries of your booth. Extension cords you must have carpet to put over cord to prevent tripping, if this is not provided, you'll be asked to remove extension cords.
10 x 20		Access to electricity is not guaranteed. Only Food Vendors can setup outdoors. You must clean up after yourself

**Tables, chairs, canopies, and trashcans will NOT be provided. Please bring all necessary materials for your booth.*

VENDOR GENERAL RULES

We invite vendors to join our Holiday Bazaar and expect everyone to uphold a professional and respectful atmosphere. Below are the rules and guidelines for vendors to guarantee a successful and enjoyable experience for both participants and guests.

GENERAL GUIDELINES

- Show respect and kindness to fellow vendors, attendees, staff, and volunteers.
- Engage in business practices that are both professional and ethical.
- Ensure adherence to all relevant laws, regulations, and safety standards.

VENDOR RESPONSIBILITIES

- Maintain a tidy and well-organized booth area.
- Setup and teardown are performed according to the designated schedule.
- Have necessary licenses, permits, and insurance.

PROHIBITED ACTIVITIES

- Harassment, discrimination, or bullying.
- Smoking or vaping within the event building.
- Open flame and burning of items: candles, incense, etc.
- Selling counterfeit or stolen goods.
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EVENT RULES

- Follow event schedule and guidelines.
- Adhere to designated booth size and layout.
- Keep aisles clear for attendee access.

NON-COMPLIANCE

Not adhering to this code of conduct may lead to one or more of the following actions. The bazaar coordinator will have the authority to implement any or all of these measures to address the situation:

- *Verbal warning.*
- Closure of the booth.
- Removal from the event.
- Future limitations on participation.

ACKNOWLEDGEMENT

By taking part in our Holiday Bazaar, vendors confirm that they have read, comprehended, and consented to this code of conduct. We appreciate your dedication to fostering a positive experience for everyone involved!

COMPLETED APPLICATIONS

Once your application is complete, please submit a copy.

- Via email to Brittany Dumford | Suquamishbazaar@gmail.com
- Place in an envelope and submit in-person to the Suquamish Tribe front desk | 18490 Suquamish Way NE, Suquamish WA 98392
- Mail your application to
 - Suquamish Holiday Bazaar, Attn: Brittany Dumford, PO Box 498, Suquamish WA, 98392