



Booth Space Information Fair Hours: 10:00am - 6:00pm

Our mission of the Garland Street Fair is to strengthen neighborhood business and enhance community involvement in the Garland District.

This year's family street fair will once again pay tribute to Judy Garland with the Wizard of Oz theme. Five blocks of the Garland Business District will be closed for the Annual Garland Street Fair, with over 20,000 visitors throughout the day. We will have live bands, food vendors, arts & activities for kids and involvement from the many Garland businesses.

You will provide: Tent, table, merchandise, and signage. Sun screens for your tent and a lot of water are advisable. You must have your own business license and collect sales tax.

The Garland Street Fair Committee (here on out called Committee) **will provide:** 10X10 space, and you will receive information on booth location and set-up / take down via email unless one is not available.

Event Promotion & Advertising The Quinn Group handles all of our promotions for the fair with press releases, local print mediums and TV news coverage. Only major sponsors will be listed separately. All participants will be listed on the street map for the event if their fees have been paid in full by July 1st. We encourage all participants to put effort into promoting their business or non-profit through their own advertising.

Electrical Service There is no access to any electrical service for any vendor booth on the street. Generators are not permitted. There may be an exception for food vendors. Any and All cording must be secured across all walkways and booth areas.

Parking Parking is free in the Garland neighborhoods. Fowler United Methodist has opened up their church parking lot. Please abide by all "No Parking" signs and be courteous to our neighbors. No Parking inside street barricades except food trailers.

Restrooms There will be Honey Buckets available on the day of the street fair. Refer to the map at the information booth.

Booth Applications The Committee reserve the right to accept or reject applications at any time. All requests must comply with the Garland Street Fair Mission Statement. Payment for your booth must be paid in full July 21st. After that date a extra fee of \$25 may be required. All vendors; arts, crafts, food, small businesses, distributors, will be juried by committee; we hope to have a nice cross section of moderate to mid-range, services and items for sale. **No political campaign booths for political parties or individual candidates will be accepted.**

Booth Sharing Subletting or Sharing of the booth space not specifically authorized by the Committee is prohibited. Other use than what is submitted on your application is prohibited unless reviewed and approved by the Committee.

Samples, Souvenirs & Soliciting Soliciting of business and/or distribution of samples and souvenirs will not be permitted within the boundaries of the street fair; it must remain within your assigned vendor booth.

Set up and Take Down of Booths You will receive your info via email, unless one is not available, in which it will be sent us mail around August 5 with detailed information on where you booth will be, how to get to it, and the name of your block captain so you have someone to go to for questions. Set up will begin no earlier than 8:00am unless prior authorization is given. Take down will be completed by 7:00pm or you may be charged an extra fine of \$75 to pay for extended closure of the street. Vehicles are not permitted on Garland Avenue, unless prior arrangements were made, in order to keep all participants safe. **All participants in the Garland Street Fair must remain open for business from 10:00am until 6:00pm.**

Insurance The Garland Business District and the Committee will not be responsible for injury to persons, loss or damage of merchandise, equipment or decorations by fire, accident, theft or any other cause while on the Garland Street grounds. The Committee suggests that all vendors and non-profits carry appropriate insurance coverage for their booth, stock and contingency liabilities.

Security Vendors and non-profits are responsible for security in their own booth for the duration of the street fair. During set up and take down, please have a staff member in your booth at all times. The Committee cannot assume any responsibility for losses incurred from pilfering or any other causes. The Garland Business District has hired City of Spokane Police for traffic control throughout the entire street fair.

Food and Food Sampling Food and food sampling is allowed with the proper permits obtained from the Health District. You are required to make all arrangements for your own permit.

Refunds Because of the growing demand to participate in the Garland Street Fair, pay now to reserve your booth space. If necessary, refunds will be available only until June 1st.

No Shows If you have been approved to participate in the street fair and pay your fees but do not show up on the day of, you will not receive a refund and you will not be accepted for a booth space the following year.

Garland Business District Members Only Please ensure your membership application is submitted & paid ASAP the first part of the year. This also ensures you additional member benefits, such as; brochure listing, yellow brick marker, fair map listing and your booth space. **If we have not heard from you by June 1st**, the street spot in front of your business may be given to an outside vendor. Remember it's the fullness of vendors and activities that bring in many visitors to our neighborhood. Thank you in advance for understanding.