



HAWAII LINE DANCE FESTIVAL
CRAFT FAIR- APPLICATION/RULES
FOOD TRUCKS & FOOD VENDORS

Craft Fair Information: Saturday, September 17, 2022
9:00 am - 3:00 pm @ the Kauai Veterans Center
Food Truck/ Food Vendors: 9:00 am - 3:00 pm
3215 Kauai Veterans Memorial Hwy, Lihue, HI 96766

Mahalo for your interest in participating in the Hawaii Line Dance Festival Craft Fair. This is a fundraising event for the Kauai Veterans Center and Museum and is sponsored by the Hawaii Line Dance Festival. We thank you for supporting our Veterans.

The Hawaii Line Dance Festival is an annual event. People come from the mainland and neighbor islands to participate in workshops and two days of fun, non stop dancing.. The Festival starts on Friday night and ends on Saturday night. If you have any interest in joining us for the Festival, there will be signs at the entrance with registration entry fees listed or go to our website: <https://hawaiildf.com/> to register in advance.

APPLICANT/FOOD TRUCK INFORMATION:

<p><u>Regulatory Information</u></p> <ul style="list-style-type: none">● A permit from the State Department of Health as well as complying with regulations related to the production safety of product(s) offered for sale at the event must be adhered to.<ul style="list-style-type: none">○ Please send a copy of your DOH Permit to hldfcraftfair@gmail.com● Insurance- you must have your own liability insurance to sell food. Please add the Hawaii Line Dance Festival and Craft Fair and the Kauai Veterans Center to your policy<ul style="list-style-type: none">○ A copy of your insurance including the above information must be submitted with your application.

<p><u>Logistics</u></p> <ul style="list-style-type: none">● Craft Vendors booths will be housed under a 40x100 foot tent and be separate from Food Vendors/Food Trucks● Food Trucks & Food Vendors will be across from the Vendor tent (see map)● An eating tent with tables and chairs will be placed in the center of the Food Trucks & Food Vendors● Each Food Vendor is allowed one tent up to 12ft x 12ft in size.<ul style="list-style-type: none">○ You may bring whatever tables you need to set up your space.

Set up

- Food Truck/Vendors advertised hours will be 9:00am to 3:00 pm
- Set up time:
 - The parking lot will be open from 6:45am for vendors- you are welcome to come anytime after 6:45 am
 - The craft fair opens at 9:00 am
 - Parking volunteers will help guide Food trucks to their designated location/ area
- You have the option to come early and begin selling when you are ready.
- If you have a vehicle please park in the designated overflow parking which will be on the grassy area on the Kapaa side of the lawn. (see map)
- No cars will be allowed near the Food area
- Food Vendors may drive up to the area next to the Eating tent to unload but must move their vehicle by 8:45am prior to the opening of the Fair to the public.

Take Down

- You are responsible for cleaning your area and disposing of your trash.
 - Rubbish cans, recycle bins and large trash dumpster will be available
 - Please leave the area as clean as when you arrived
- The Craft Fair ends at 3:00pm.
 - You may leave after 3:00 pm or stay longer if you would like
 - For the safety of the craft fair goers-Food trucks- please let a parking volunteer know that you need to be escorted out of the parking lot if traffic is still heavy
 - Consider staying longer to be available for Vendors as they close down their booths
 - The Hawaii Line Dance Festival will be at the Veterans Center from 10am to 10pm. Line dance participants may wish to purchase food throughout the day. As such, you are free to stay beyond the allotted time if you so choose.

Publicity

We are planning a wide variety of publicity in order to reach a broad population of possible customers. These include the following:

- Website listings
 - Go Hawaii- Hawaii Visitor Bureau website
 - Hawaii Line Dance Festival website
 - Kauai Festival and Events website
 - Island Craft Fairs and Events website
- In addition to these website listings we will be posting on Facebook and Instagram
 - We ask that you share the craft fair information and that you will be in attendance on your business websites and social media listings to help promote the event
- Publications/Media
 - For Kauai periodical
 - Garden Island Newspaper article
 - Craft fair signage around the island
 - Radio spots
 - Upon registration/payment- your business will be listed on our social media to help promote the event.

Cost

- Registration fee is \$105 and due upon submission of application

Menu

- By 9/1/22- please submit a general menu of the main courses you plan on serving on the day of the craft fair. This is to ensure no two food vendors or food trucks have a similar menu..
 - If there is an overlap, we will let you know so you can decide if you want to change your menu.
 - Please send your menu to hdlcraftfair@gmail.com by 9/1/22

Covid Protocol

- Covid protocol set by the County of Kauai, State of Hawaii and CDC at the time of the event, will be followed. You will be informed of current protocol prior to the event. In addition,
 - Please provide a bottle of hand sanitizer at or near your truck
 - Please sanitize your area regularly- bring Clorox wipes, alcohol wipes etc. to keep your area clean.
 - We plan on having volunteers sanitizing the food tent tables and chairs regularly
- **IMPORTANT:** *Please stay home if you feel ill or have been exposed to anyone testing positive for covid. Make arrangements for someone else to man your truck.*


- **All Food trucks & Food Vendors must adhere to the rules noted above. A submission of this signed document to the Hawaii Line Dance Festival & Craft Fair serves as the agreement to abide by the rules detailed above. If you do not comply with the rules as outlined, you may be warned or asked to leave the event.**
- **Food trucks & Food Vendors shall, at his/her own expense, appear, defend, and pay all attorneys' fees and all costs and other expenses arising therefrom or incurred in connection therewith; and, if any judgment shall be rendered against the Hawaii Line Dance Festival and Craft Fair and the Kauai Veterans Center in any such action, Food Truck/ Food Vendor shall, at his/her own expense, satisfy and discharge same.**

- **Indemnification: Food truck/Food Vendor shall indemnify, defend, and hold and save Hawaii Line Dance Festival and Craft Fair, Kauai Veteran Center and their respective agents and planning committee members harmless from any and all claims, suits, demands, debts, undertakings or proceedings of any kind or nature, whether meritorious or frivolous, in any way arising out of the Food Truck/Food Vendor's use of the space, including liability caused in whole or in part by the Indemnified Parties. Food truck/Food Vendor shall, at his/her own expense, appear, defend, and pay all attorneys' fees and all costs and other expenses arising therefrom or incurred in connection therewith; and, if any judgment shall be rendered against the Indemnified Parties in any such action, Food Truck/Food Vendor shall, at his/her own expense, satisfy and discharge same.**

This is a rain or shine NON REFUNDABLE event. Your payment is your commitment to attend.

The Hawaii Line Dance Craft Fair committee reserves the right to cancel the event due to unforeseen circumstances or for any emergency declaration by the County of Kauai or State of Hawaii due to the Health and Safety of the public. In these circumstances refunds will be provided.

FOOD TRUCK/FOOD VENDOR INFORMATION

FIRST NAME	LAST NAME	NAME OF FOOD TRUCK/FOOD VENDOR
PHONE #	ALTERNATE #	INSTAGRAM: _____ FACEBOOK: _____
MAILING ADDRESS:		
EMAIL ADDRESS:		
FOOD TRUCK/FOOD VENDOR REGISTRATION FEE: \$105		
<p>Payment can be made via Check in the mail or Venmo.</p> <ul style="list-style-type: none"> • Checks can be mailed to: Hawaii Line Dance Festival Craft Fair % Flo Tazaki PO Box 1583 Lihue, HI 96766 <div style="text-align: right; margin-right: 100px;">  </div> <ul style="list-style-type: none"> • Venmo: submit payment to: @Jeffrey-Callejo QR code: venmo 		
Deadline for Application and Fee paid in full by June 30,2022		

By signing this agreement you acknowledge and accept the rule

If you have any questions, please feel free to contact us at hldfcraftfair@gmail.com prior to sending in your application and agreement. We are happy to help and want you to have a successful and profitable craft fair.

- ***By checking and signing here you agree to abide by all rules outlined in this agreement.***

Name (signature) : _____ **Print Name:** _____

Date: _____ **Business Name:** _____

For committee use: Date application rec'd: _____ Registration complete: Accepted

Food truck confirmed: Yes Date: _____ Via email mail phone text Comments/Requests _____