



# COLONY DAYS 2021

JUNE 11th - 13th

Downtown Pavilion Area

Friday: 11am-7pm; Saturday: 11am-7pm; Sunday:  
11am-4pm

## Vendor Application



Business Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Palmer Business License #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Website: \_\_\_\_\_

Email Address: \_\_\_\_\_

Description of Product: \_\_\_\_\_

Will you be using a generator?: Y N

[Generators must be rated at 70 decibels or less, and will be tested with GPCC's decibel meter]

Vendor Booth [per standard space of 10ft x 10ft]: \$200.00 **Quantity:** \_\_\_\_\_

Food Truck Booth [per standard space of 10ft x 10ft]: \$150.00 **Quantity:** \_\_\_\_\_

**Payment Information [please select one]:** Check Cash Credit/Debit Card

*Please do not provide payment with your application. GPCC staff will calculate totals and email you an invoice [Mailed invoice available upon request] **Would you like us to mail invoice via USPS?** \_\_\_\_\_*

This agreement is entered into by and between the Greater Palmer Chamber of Commerce and the vendor as named above. Upon submission of this signed agreement, the vendor certifies that they have agreed to follow all policies and procedures.

*IN WITNESS WHEREOF, the parties have caused this lease to be duly executed, intending to be legally bound hereby as of the day and year of this agreement. Release and Agreement Not To Sue - Vendor releases and forever discharges Colony Days, the City of Palmer, and the Greater Palmer Chamber of Commerce, its agents, employees, contractors and their successors in interest [hereinafter collectively referred to as "Releases"] from all actions, suits, claims, demands and damages of every kind and nature, whether special, incidental, consequential or otherwise, mature or to mature in the future, arising out of or in any way connected with the relationship created by the Lease Agreement between Vendor and the Greater Palmer Chamber of Commerce.*

**Form must be signed, dated & returned with current Palmer Business License, and DEC food permit [if applicable] to P.O. Box 45, Palmer AK 99645 or info@palmerchamber.org. Applications will not be accepted if submitted after 5pm on May 30th, 2021.**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_



# COLONY DAYS 2021

JUNE 11th - 13th

Downtown Pavilion Area

Friday: 12pm-8pm; Saturday: 11am-8pm; Sunday: 11am-4pm

## Vendor Regulations



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**Dates:** Friday, June 11th - 11am to 7pm  
Saturday, June 12th - 11am to 7pm  
Sunday, June 13th - 11am to 4pm

**Vendor Space[s]** are 10'x10'. Larger booths exceeding 10' must rent an additional booth space. Food booths will be placed in a food court area. Booth spaces are assigned by GPCC staff. GPCC will attempt to accommodate placement requests but does not provide the guarantee of placement into requested assigned booth space.

**Vendor Setup:**

- May begin at 8:00am for food vendors and 9:00am for non-food vendors.
- Set-up must be completed before the event start time indicated above.
- Each vendor is responsible for their own method of display.
- Shelters should be sturdy and must be weighted against winds.
- The Market Coordinator may request that questionable shelters be removed.
- No tables or chairs will be provided for vendors.
- There are no electrical outlets for use by vendors.
- No vehicles may be driven in the vendor area between 10:30am and 6:15pm [10:30am and 3:15pm on Sunday].
- Trucks, cars, or vans are not permitted in booth spaces.
- Grass areas behind vendor spaces are not included in rented space for set-up, preparation, sales or additional storage.

**Vendor Parking** is very limited and is permitted in front of the Pioneer Home on E Fireweed Ave. Parking of vendor vehicles is not permitted on S Colony, S Alaska, S Valley, E Elmwood or in the **Library parking lot**.

**Vendor Booth:** \$200.00/10x10 booth space.

**Food Truck Booth:** \$150.00/10x10 booth space *[please note: this only available to food vendors with a truck/trailer]*

**Booth Disassembly** is not permitted before the close of the market; cleanup should be completed by 7pm. Vendors are responsible for cleaning their space, including the removal of all furniture, equipment, other property, trash and plant debris. Food booths are required to provide one lined garbage can for each space rented. All cans and debris are to be removed by the vendor. The vendor may be fined \$25 for failure to clean up their space.

**Baked Goods/Grain Products** which include pastries, cookies, muffins, breads, pies, pastas and granolas must be prepared in accordance with all D.E.C. regulations. Vendors are responsible for contacting D.E.C. for their regulations. A copy of required permits must be provided to the Market Coordinator and visibly displayed in the booth.

**Produce** must be displayed at least 6" off the ground. Produce should be in reasonably clean condition. Vendors who wish to advertise their produce as organic must be certified under the USDA National Organic Standards Program [NOP].

**Business Requirement/Sales Taxes** are the responsibility of each vendor, including all aspects of sales and cash flow. All vendors must obtain a business license with the City of Palmer and collect the 3% city sales tax. Vendors are responsible for payment of the tax to the City of Palmer. Applications and information are available at Palmer City Hall, 231 W. Evergreen Avenue [745-3271]. Vendors must provide the Market Coordinator with a copy of their license. Vendors are responsible for complying with all city, state and borough licensing requirements.

**Safety** requirements must be adhered to by all vendors. Vendors agree to keep any open flame [and other combustible material] away from any canopy or covering, and to maintain an operable and appropriate fire extinguisher within the booth space. Further, Vendors are responsible for ensuring that their tents, tables, inventory and other items located in their space area are securely anchored. Vendors remain solely responsible for any damages caused by items within their leased area and are encouraged to obtain liability insurance in sufficient amounts to cover such potential damages.

**Restrooms** are located next to the Visitor's Center and maintained by the city. Vendors are asked to report any problems to the Market Coordinator.

**Children** must be supervised by a parent or guardian; the market is not responsible for childcare. Children [younger than 16] selling products must be supervised by a parent or guardian. Disorderly conduct or violation of proper sales conduct by minors will result in a revocation of the associated vendor's invitation to participate in future Colony Days events.

**Animals:** No live animals may be sold or displayed at Colony Days.

**Smoking** is not allowed on the Colony Days lot. The use or distribution of alcohol, drugs, or any illegal substance is prohibited. The GPCC wants to provide a healthy and safe environment to its patrons, vendors, exhibitors, volunteers, and employees at Colony Days. This policy will protect the public health by: decreasing the negative health impact of secondhand smoke, discouraging smoking and tobacco use around non-tobacco users [especially children], and by decreasing smoking-related litter and accidents caused by cigarettes. "Smoking" is here defined as burning, inhaling, or exhaling the smoke of any lighted or heated cigar, cigarette, pipe or plant material; or of any lighted or heated tobacco or plant product intended for inhalation, including hookah and marijuana, whether natural or synthetic, in any manner or in any form. "Smoking" also includes the use of an electronic smoking device, which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this document.

**Liability** for vendors and their associated participants is the sole responsibility of the vendor. The Greater Palmer Chamber of Commerce assumes no liability, as per the hold harmless agreement stated in the application.