

2024 VENDOR APPLICATION

47th Annual

Newport Seafood & Wine Festival

South Beach Marina

2320 OSU Drive

*Just over the bridge from
downtown Newport*

February 22 - 25, 2024

Thursday 5pm - 9pm

Friday 12pm - 8pm

Saturday 10am - 6pm

Sunday 10am - 4pm

**NEWPORT
SEAFOOD & WINE FESTIVAL**



“The Original and Still the Best”

“Pacific Wonderland”

Featuring over 140

Food, Art & Wine Vendors

Dear Seafood & Wine Festival Applicant,

Thank you for your interest in Newport's 47th Annual Seafood & Wine Festival on the picturesque Oregon coast, which is slated for February 22 - 25, 2024. This event, "The Original and Still the Best" combines the perfect blend of fun and excitement.

We invite all Pacific NW wineries, seafood restaurants and craft artists to apply to be a vendor at this event. The Newport Seafood & Wine Festival encourages fresh seafood, small and large production wineries and artists featuring their uniquely crafted creations to be part of the fun.

The Newport Seafood & Wine Festival is held in an outdoor tented venue located near Rogue Ales & Spirits at the Port of Newport and attracts a large audience of visitors; over 15,000 to Newport from all over the Pacific NW and beyond.

This year will feature a Seafood Chowder Cook-off with \$5,000 in prize money to be awarded. A panel of judges will blind taste each entry on Thursday night. Prizes to be awarded on Friday for display during the show. You must be an accepted vendor to enter. People's Choice to be announced on Sunday at the festival. More information to follow.

Our event is also looking forward to a small stage showcasing wine talks and tasting, growing and harvesting techniques, live demonstrations, and music. If you are interested in participating at this level, please indicate that on your vendor application.

The vetted vendor space is limited so please send in your completed application as soon as possible. (Incomplete applications will not be considered) Seafood Chowder Competition participants will be given priority selection.

The application deadline is October 9, 2023. **Submitted applicants will be reviewed on a case by case basis. If selected, you will be notified and payment will be due.**

Details will follow in your acceptance letter. If you are not accepted; you will be placed on a waiting list and notified if an opening.

Please visit our website www.newportchamber.org or call 541-265-8801 for further information.

Sincerely,

Maggie Conrad
Event Director
maggie@newportchamber.org
541-270-6165 (cell)

Newport Chamber of Commerce
555 SW Coast Hwy.
Newport OR 97365
541-265-8801 (main)

2024 Newport Seafood & Wine Festival

February 22 - 25, 2024

The following is only an application to the 2024 Seafood & Wine Festival. There will be a contract with further instruction emailed to you upon the acceptance of your application. Please read each page, fill out and return to maggie@newportchamber.org no later than **October 9, 2023**

Vendor/Business Name _____

Contact Person _____

Address _____

City, State, Zip _____

Phone _____ Cell Phone _____

Email _____

Exhibitor Type (check one) Food ____ Wine ____ Arts & Crafts ____ Information ____

Cook Tent space (check if needed) - vendors preparing food w/grease laden vapors or flame \$50 ____

Booth Type (check one) 8X8 (\$650) ____ 10x10 (\$750) ____ 8x8 corner (\$850) ____ 10x10 corner (\$950) ____

16x8 side by side (\$1,300) ____ 20x 10 side by side (\$1,500) ____ 16x8 side by side with corner (\$1,500) ____

20x10 side by side w/corner (\$1,700) ____ 16x8 End Cap (\$1,700) ____ 20x10 End Cap (\$1,900) ____

Skirted Table \$10 per table (indicate # needed): 8' table ____ 6' table ____ I will bring my own ____

Electrical (indicate # needed):

Option A- Standard Receptacle: (120v, 0 to 1000 watts or 8 AMPS max.) \$100 each ____

Option B- Standard Receptacle: (120v, 1001 - 1900 watts or 16 AMPS max.) \$120 each ____

Option C- NEMA 14-30 Receptacle: (120/208v, 5000watts or 24 AMPS max.) \$250 each ____

Option D- NEMA 14-50 Receptacle: (120/208v, 8000watts or 40 AMPS max.) \$450 each ____

Option A is for small loads, Option B is for appliances in your booth, Option C or D is for appliances that need more wattage. An adapter may be necessary to plug in your appliance (vendor is responsible for own adapter)

This is a 21+ year old event: This includes exhibitors, their staff and all children, including infants. In accordance with Oregon State law, no minors are allowed on the festival grounds during hours of operation. **Compliance is strictly enforced!**

Food Vendors: Service of food at this event requires a temporary Lincoln County Health Department License (contact Health Department for fee). Food vendors are strongly encouraged to offer multiple seafood items. Selection of applicants will be made to maximize the variety of seafood products.

Entrants into the Seafood Chowder Competition will have first consideration. Please provide a menu with this application. Changes to the menu must be approved, in writing, by Festival staff. Limited space is available in the cook tent. Space will be made available on a first come, first served basis. Cook Tent space is \$50 - This is necessary for any food vendors preparing their foods with grease laden vapors or flame (cook space includes standard electrical access). Indicate need above.

Will you participate in the Seafood Chowder Cook-off? Yes _____ No _____

Craft Vendors: All applicants must include pictures of crafts to be sold. With a limited number of craft vendors an effort will be made to minimize the duplication of products offered. Please list the types of crafts you are selling in detail.

Wine Vendors: All wine vendors must complete a Special Event Winery Application. Non-profit or Charitable organizations (501c3) must complete a Temporary Sales License Application and proof of 501c3 status is required along with your Oregon non-profit registry number. There is a \$60 city fee that will apply for each wine vendor application, this will be due with your contract. All persons serving wine must hold a current service permit or attend a training class that meets OLCC requirements prior to participation at the Festival. OLCC fee is \$40 for each wine vendor application, this will be due with your contract. OLCC requires proof of liability insurance at a minimum of \$500,000. OLCC requires a signed control plan that will be provided to you at check-in. No private label wines, wine glass holders, corkscrews/pullers or wine bottle openers are allowed for sale (or giveaway). All servers will offer a uniform pour of 1 ounce per taste or 4 ounces per glass.

This event will have a small stage showcasing wine talks and tasting, growing and harvesting techniques, live demonstrations, and music.

Would you like to do a presentation? Yes_____ No_____ Item of Interest_____

Insurance: All vendors must provide the Greater Newport chamber of Commerce with evidence of \$500,000 minimum liability insurance coverage, showing the Greater Newport Chamber of Commerce as an additional insured.

Product: All vendor selections are based upon qualifying offerings consistent with the Festival theme. Please describe your product to assist with the selection process. Description is needed for past vendors also. Please provide a description of your product: _____

How many years have you participated in the Newport Seafood & Wine Festival? _____

The Festival will provide (at no additional charge):

- Pipe and drape for each booth (back drop)
- Four 4-day festival passes per booth space.
- Water and non-potable ice will be available for vendor use at least one hour before the doors open each day.
- 2 chairs per booth space
- A commissary trailer will be available with hot water to wash dishes.

The Festival will provide these items (at an additional charge):

- Skirted tables are offered at the additional cost of \$10 per table, indicate need or no need on 1st page of application.
- Electricity is **NOT** included with your booth. A limited "charging station" will be available at the Vendor entrance tent at no charge. If you want electricity at your booth, there will be an additional charge. Please see electrical order form for pricing.
- Up to six Additional 4-day festival passes will be offered to each booth at the discounted rate of \$20 each.
- Non-profit organizations should contact the Chamber office regarding additional festival passes.

What to bring:

- Cooking and serving equipment
- Equipment for display, additional chairs or tables, point of sale system, product and appropriate items to sell or give away.
- Booth decorations, the theme is "Pacific Wonderland" like the Oregon license plate. We are thinking 1950's for decor inspiration. All decorations need to be fire retardant.
- Bags for customer purchases (Please no plastic bags)
- A sufficient amount of change for customer purchases. The festival does not provide any change to booths.
- Potable ice, ice buckets and water pitchers, hand washing station (food vendors) plus additional equipment as required by the Health Department.

Booth Clean-up

Festival staff **MUST** be provided with a valid credit card before the beginning of the festival. At the end of the festival, check out at door 6 (Vendor Entrance) with a Festival staff member for a booth cleanliness inspection. Should you leave without getting the required inspection, your credit card on file will be charged a \$250 cleaning fee. *Please leave your booth in the same condition or better than you found it.*

Is there anything else you would like us to know? _____
