

Vendor/Concession Information Sheet

Thank you for your interest in supporting the Utah Ukulele Festival. This event is a music festival focusing the exciting music of Hawaii, while it is also a cultural festival to honor the unique contributions of Hawaii, and more widely, Polynesia. This event will take place Saturday, August 5th 2017 at Willow Park in Logan, Utah. The event will include vendors, concessions, and both main stage entertainment and educational workshops.

***Booth spaces are available at \$25 per booth space for vendors and \$35 for concessions (10x10).**

1.) Sign in/set up begins at 9am. Please check in at the Utah Ukulele Festival welcome booth. At sign in we will need to retrieve your business information, including tax ID#, driver's license, or social security number for tax purposes. We will provide you with the required Temporary Sales Tax License and Special Return form for you to take and fill out for your business taxes. All booths may be subject to inspection by the local fire department and or health department to make sure that they meet the city fire and health codes for vendor/concession displays.

**Reminder- All Concession stands must display a current Food Handlers Permit within their booth for public view. Concessions will also be required to abide by the downloadable .pdf requirements in regards to tent fabric, fire safety, etc.*

2.) Utah Ukulele Festival is not responsible for providing any amenities including but not limited to: power, water, tents, fuel sources, etc. beyond the provided space for said booth. Limited power is available, and vendors are not guaranteed to be placed by a power outlet. We recommend that all vendors bring your own power source if it is needed.

3.) The event is scheduled to run from 10am until 8pm. The last scheduled performance starts at 7pm. Booths must be taken down, and booth spaces must be clean, no later than 10pm. Please check out at the Utah Ukulele Festival booth before you leave.

4.) As a reminder we do not offer refunds. In the event that you are unable to attend the festival, we highly suggest finding another representative to buy your spot. If this does happen, please email us at info@utahukefest.com to let us know who your replacement will be and their contact information so we will have updated vendor information upon sign-in at the event.

5.) We want this to be a successful event for all vendors/concessions and all who attend. Though fliers/posters will be placed throughout the Northern Utah area, information will be on local radio stations and on dozens of event calendars throughout Utah and outlining states, we suggest that you advertise on your personal/company websites and social media as well as spread the word to family and friends. This will help to ensure that a broader number of people hear about the event. Your success is our success, and we want to do all we can to help make this a successful event for you. We value your partnership and want you to return for future events, so it is our goal to make this a fun and successful event for you.

Lastly, please remember that this is a family friendly event. No sale or display of offensive material will be allowed.