

"TODU I TIEMPO I PÅS PARA HITA"



LIBERATION DAY
PEACE FOR US ALWAYS

July 20 & 21, 2024

Chamorro Village & Paseo de Susana Park, Hagatna

VENDOR APPLICATION

VENDOR APPLICATION

Contact Name: _____
Organization / Business Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Daytime Phone: _____
Alternate Phone: _____ Fax: _____
Email: _____

Describe items for sale *(for meal plates, specify cuisine type, attach a separate sheet if more space is needed)*:

Assigned booth will include overhead lighting and one (1) power outlet.

Electricity Needed: Yes _____ No _____

Please specify if additional outlets are needed (\$50 per additional outlet).

Payment of \$50.00 per outlet will be arranged after application has been approved.

ELECTRICITY IS LIMITED. No additional outlets for Festival Hut Vendors.

Brief description of equipment and amount of amps / volts *(Attach a separate sheet if more space is needed)*:

HOLD HARMLESS AGREEMENT

We agree to assume all risks and injuries arising out of or resulting from the use and participation in the 80th Liberation Block Party, its location, its facilities, and / or properties located on site.

We also agree to make no claim whatsoever for injuries and to hold harmless the 80th Liberation Block Party organizers, its members, agents, representatives, or employees, arising as of or resulting from the use of any of the buildings grounds, real property, or personal property located at the fair site.

Furthermore, we shall assume responsibility for the damages sustained to the equipment, grounds, furniture and facilities resulting from the use of such and/or occupancy of said premises. No refunds in case of inclement weather, acts of nature or restrictions by government agencies amend or cancel this event, over which the 80th Liberation Block Party organizers has no control.

Authorized Signature & Title

Date

Print Name

1. DATES, TIMES AND LOCATION

Saturday, July 20, 2024 2:00 pm - 10:00pm
Sunday, July 21, 2024 2:00 pm - 10:00 pm
Chamorro Village / Paseo de Susana Park

2. BOOTH INFORMATION

Booths: One (1) 10 ft. x 10 ft. canopied booth

Trash Deposit: \$100

CATEGORY APPLICATION FEE Circle only one category

Beverage/Food Booth: ----- \$100
Retail/Commercial (gifts & souvenirs): ----- \$100
Food Trucks: ----- \$150
Family/Kids Activities ----- \$150

Trash Deposit: _____ (separate check)
Category Fee: _____
GFD Assembly Permit Fee: _____
Electricity Fee: _____
Total: _____

All booths must be operational and staffed throughout the entire event. NO LATE OPENINGS, NO EARLY CLOSINGS, NO EARLY BREAKDOWNS, NO EXCEPTIONS.

Submit your original completed application to:
Guam Visitors Bureau
401 Pale San Vitores Road, Tumon, Guam 96913

3. ELECTRICITY

- All booths are not provided with electrical outlet.
- Payment for outlet(s) will be paid separately from the Category Application Fee payable at the official vendor meeting.

4. FOOD TRUCK REQUIREMENTS

- Water dispenser and soap and catch basin for washing
- A drip pan with non-flammable absorbent for BBQ
- Fire extinguisher (minimum 10 pounds) in the food truck
- Only certified food handlers are allowed in the food truck
- Food trucks are not provided canopies and must be self-contained
- A representative must attend a mandatory meeting for all food truck applicants

5. BOOTH REGULATION

Booth decorations are encouraged and should reflect the ethnic heritage represented. (Do not permanently alter the canopy tops or poles, i.e. puncture, stain, discolor, etc.) Authentic and ethnic dress by booth participants is encouraged.

The booth sign or banner displayed shall be of the organization / business name on the application. Signs acknowledging sponsoring organizations are permitted in the booth. A food truck utilizing the services or products of a for-profit organization, i.e. commercial vendor, etc. may display a sign or banner advertising that for-profit organization.

6. GENERAL PERMITS

- a. All Guam resident booth applicants (except registered non-profit organizations) that have items for sale must have a Government of Guam business license (temporary) and a concession booth permit from the Guam Fire Department.
- b. Any item imported under the Guam Product Seal program must be labeled with place of manufacturer and present a permit.
- c. All food truck applicants must have a Government of Guam sanitary permit and each staff member must have a health certificate.
- d. All booth applicants that are importing allowable agricultural items for sale into Guam must have Government of Guam Department of Agriculture Importing Permit prior to goods arriving on Guam, which must be presented to Customs and Quarantine. Items are subject to inspection upon entry.
- e. Wildlife products require an entry permit from U.S. Fish and wildlife.
- f. All booth applicants that import items through Cargo must pay a Customs and Quarantine clearance fee per airway bill and must provide a commercial invoice. Packaged items must meet appropriate labeling requirements (ingredients, weight, name and place of manufacturer) in English.
- g. All booth applicants importing items into Guam (either through baggage or cargo) must have items approved by Department of Agriculture, U.S. Fish and Wildlife and Customs and Quarantine in advance through the Guam Micronesia Island Fair organizing committee. Admissibility clearance is subject to change.
- h. All vendors are responsible for obtaining the required government permits, certificates and/or licenses to participate as a vendor.
- i. All vendors must adhere to Public Health, Safety and Fire requirements in accordance to their participation as a vendor. Requirements can be clarified with agency personnel at GovGuam OneStop Center.

7. VENDOR CONSIDERATION

The Booth Committee will only consider applications with the following completed:

- Completed Vendor Application and Hold Harmless Agreement with required signature.
- Complete list of items and prices.
- Vendor Space are limited, only (1) one category for each vendor.
- Returning vendors level of cooperation and compliance with cleaning up their booth locations(s) from prior year's festivals.
- Your application will be reviewed and you will be notified if you are selected.

8. RULES

- Space is limited and location assignment is at the sole discretion of the Liberation Block Party committee.
- Sub-leasing or sharing of assigned vendor space is prohibited.
- Each vendor will provide their own tables and chairs and should have no more than four tables and four chairs for each booth.
- No vehicles will be allowed on fairgrounds without passes for loading and unloading.
- Only approved items may be displayed and sold at the event. Violators are subject to closure during the event or exclusion.
- No displays or equipment allowed outside booth. All display items and equipment must be inside the assigned vendor booth area only.
- Vendors are responsible for disposal of trash from the booth. Recycling is encouraged. Please separate trash and use assigned bins.
- Please support the sponsors and vendors of the event. No outside food or beverages are allowed.

VENDOR APPLICATION DEADLINE IS 5PM FRIDAY, June 28, 2024

- Full payment due upon notification of selection. Separate checks for trash deposit.

Checks returned by bank to GVB will be assessed a \$50.00 fee and may change your booth status and/or assignment (no exceptions). Applications might not be considered if received past the deadline or if the fair is sold out.

9. SET UP, CHECK OUT AND CLEAN UP

Booths will be ready for vendor set up from 10 AM to 6 PM on Friday, July 19, 2024. Cars and trucks may be used. Vehicles will be allowed to drop off equipment and once completed; all vehicles must exit the vendor area. Food Trucks must be situated by 6 PM on Friday, July 19, 2024. All booths are to be set up and ready for operation one hour prior to start of fair day. Set up on event days **start at 8 AM.**

10.

CHECK OUT

Final breakdown of booths begins at 10:00 PM, July 21st and must be vacated no later than 12 AM on Monday, July 22nd. All items are to be removed and each vendor must check out with Liberation Block Party Organizers. A final inspection of your area will be done and determination will be made at this time whether or not the check out process is complete. **All vendors must complete the check out process.**