

Thank you for your interest in being a vendor at Benton City Daze 2024!

Date/Time: The vendor portion of this year's Benton City Daze will be held **Saturday September 14th** from **10 AM- 4 PM** in City Park, adjacent to the Community Center at 806 Dale Ave in Benton City, Wa.

Deadlines: Applications, along with payment, must be received **no later than August 25, 2023**. To make the event interesting and successful for everyone, like items will be limited and all items for sale must be listed on the application. Applicants will be notified of their acceptance or denial two weeks prior to the event date.

Fees/Booth Space: A 10'x10' space will be provide to each vendor for the prepaid fee of **\$35 per 10x10** space for Benton City Chamber of Commerce Members; **\$45 for Non-Chamber Members**; \$20 for Non-Profit Chamber of Commerce Members; **\$30 for Non-Profit Non-Members** (must provide proof of 501(c) status). Non-Profit spaces are limited, and provided at the discretion of Event Organizer/Chamber of Commerce. **Electricity will not be available**. While the weather is mild, canopies for shade and shelter are highly recommended. **Appropriate weights are required** for canopies/umbrellas, and must not provide a tripping hazard for patrons/vendors. Stakes are prohibited. Vendors must provide their own canopy, weights, tables and chairs.

Please make checks payable to **Benton City Chamber of Commerce** and mail with completed application and Waiver of Liability to: **Benton City Chamber of Commerce, PO Box 401, Benton City, Wa 99320**, or bring to the office at 513 9th St, Benton City. Returned checks will incur a \$50.00 fee.

Cancellations/Refunds: Cancellations must be made no later than August 31st, 2024. Cancellations after this date will be non-refundable, unless initiated by the Chamber for public health and/or safety reasons.

Setup/Teardown: Setup will begin no earlier than 7:00 AM on the day of the event and teardown will begin no earlier than 3:30, to be completed by 5:00 PM. **No early teardown without organizers approval**. Event Organizer/Volunteers will be on hand to direct you to your assigned location. Each vendor must be set up and ready for sales by 10 AM.

Cleanup/Trash: Vendors are responsible for leaving their space clean at the end of the event. Please pack out and trash or refuse created or accumulated by your booth. The waste receptacles are for patron use. The City crew will be working hard to keep the park clean and trash cans emptied.

Smoking/Alcohol Consumption: As per Benton City Municipal Code 9.38.010 Smoking Prohibited. Smoking in, upon, or within twenty-five (25) feet of the perimeter of all public parks, park shelters, playgrounded, skate parks, athletic fields and restrooms therein, is prohibited. No alcohol consumption will be allowed outside of our designated "Beer Garden" areas during the course of the event. Vendors who violate this , or who allow their guests to violate this Code, will be asked to leave the event and will not be invited to future Chamber events.

Conduct: Vendors will be responsible for the conduct of themselves and their guests. As this is a family/community event, and representative of Benton City, please keep all displays, language and conduct "family-friendly".

Shara Morgan - Vendor Coordinator
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