

**Fourth Annual Kootenai Harvest Festival  
Vendor Application and Agreement**

Thank you for your interest in selling at the 2018 Kootenai Harvest Festival. This event is a great opportunity to promote your products to a large audience that has an interest in locally made food and goods. Last year we had over 600 attendees! We ask that all food and craft items at this event must be made, sourced or grown by local community members. **Vendor Applications are due September 1, 2018.**

**With your application, please include \$20 vendor fee ( or \$10 if informational / non-sale booth). Please make checks payable to “Montana Wilderness Association”.** (MWA is the host of the event.) This is a flat fee for use of the space, it will go directly toward covering the costs of the event. As a vendor, you may keep all other sale proceeds.

Event Details:

**Saturday, September 15, 2018  
Riverfront Park, Libby, Montana**

- Vendors set-up time: 10 am - NOON (please inform us if you will need over 2 hours to set-up)
- Event open to public: Noon - 7:30 pm

Business Name:	
Contact Person Name:	
Phone:	
Address:	
Email:	
What type of booth will you have?	Circle one: Non-sales (\$10 fee)      Sale Vendor (\$20 fee)
How would you prefer to receive your vendor packet information?	Circle one: Email                      Snail Mail
Description of products/information/ activities offered at your booth, including price range:	

***\* Please read and sign the vendor agreement on the reverse side of this page. \****

## 2018 Harvest Festival Vendor Agreement

By signing this agreement, I, \_\_\_\_\_, agree that Harvest Festival organizers are not responsible for loss, damage, or injury to person or property by reason of any action or omission by self or any person. I will not hold MWA and event organizing personnel liable for lost or stolen goods.

My products are made, produced or grown locally, and I feel that they fit into the local theme of the event. The Festival organizers reserve the right to deny exhibit space to any exhibitor deemed inappropriate to the theme of the event and to prohibit the sale of any items deemed to be dangerous or inappropriate. Additional general rules on the following page apply to all vendors and exhibitors.

Furthermore, I have read and commit to the following rules:

- I will return my application by **September 1, 2018** with payment included.
- I will have my booth occupied at all times during the Kootenai Harvest Festival. I will have my booth set up and ready for the public by 2:00 p.m. and I will not begin breaking down until the live music concludes at 8:00 p.m. Booths and displays must be removed from Riverfront Park no later than 10:00 p.m. on Saturday September 16, 2017.
- I, the vendor, am responsible for bringing my own tent, table, chairs, and staff. Vendors are responsible for set-up and tear-down duties. I will leave my space clean and free of litter.
- I will not drive tent stakes into the grass at Riverfront Park, as per City of Libby rules. I will bring tent weights in case it is windy. (Sandbags, or jugs of water are suggested)
- The security of my booth is my responsibility.
- Well-behaved pets are allowed on-leash. Please clean up after your pets!
- I will remain sober while representing my booth/business at the Harvest Fest.
- If I am selling food products, I will obtain the necessary licensing from the State of Montana. I understand that standard Farmers' Market food vendor rules apply. No processed or canned foods are allowed to be sold at this event without a temporary license. (For more information, contact Jennifer Nelson, Lincoln County Environmental Health Specialist at 406-283-2441.)
- I will promote a fun and friendly atmosphere at the event!

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

**Please make checks payable to Montana Wilderness Association.**

**For more information or to return this application, please contact Grete Gansauer:**

Kootenai Harvest Festival  
% Grete Gansauer  
108 E 4th St. Suite 205  
Libby, MT 59923  
303-726-3931 or 406-284-1747

Scanned copies may be sent to: [ggansauer@wildmontana.org](mailto:ggansauer@wildmontana.org)  
Event information: [wildmontana.org/harvestfest](http://wildmontana.org/harvestfest)