



Ali'iolani

CRAFT & GIFT FAIR

FRIENDS OF ALI'IOLANI CRAFT & GIFT FAIR

FRIENDSOFALIIOLANI.ORG

2019 APPLICATION
NOV 2 & DEC 7

Make checks payable to:

Friends of Ali'iolani

1240 7th Avenue

Honolulu, HI 96816

(808)733-4750

Name(s): _____

Business Name: _____

Mailing Address: _____

Home Phone: _____

Cell Phone: _____

E-mail Address: _____

(Circle all that apply) Hand crafts Gifts Food
List items to be sold; specify brand if applicable: _____

Rules & Regulations

(Please make a copy for your records.)

1. Payment: You will be contacted to confirm your booth space once payment has been received. Booth fees are non-refundable. Check/s will be deposited upon confirmation of booth space. A \$20 fee will be assessed for bounced checks.
2. Booth Preferences: Please select your top three preferences. Priority of assigned spaces will be given to returning vendors.
3. Unloading & Setup: You must be offloaded and set-up by 7:45 AM on the day of the fair. Unload in designated areas from 5:30 AM - 7:45 AM. People will be standing by to assist you at this time.
4. No Smoking: Smoking (including e-cigarettes) is prohibited on school grounds.
5. No pets: Pets are prohibited on school grounds.
6. No Electricity: Electrical outlets are not available for use by vendors.
7. Sale and Sampling of Food: All food sale and food sampling must be approved by the Craft Fair Committee with appropriate documentation.
8. Clean-up: Vendors are responsible for cleaning up their immediate area. Please dispose of your trash in the large trash bin next to the cafeteria.
9. Weather: Craft fair will operate rain or shine. Refunds will not be issued due to inclement weather.
10. Hours of Operation: Vendors must remain open (tent/tables stay up) 8:00AM - 2:00 PM.
11. Vendor Parking: Vendors will be issued one parking pass per booth. Parking pass must be displayed on the driver's side dashboard at all time. Parking personnel will direct vendors to double-park in designated parking areas.
12. Overnight Security: Security will be provided for vendors wishing to set-up their tent on Friday night after 5:30PM. Do not leave tables, chairs, or items of value. FOA will not be responsible for lost, stolen, or damaged items.
13. Food Vendors: All food vendors must provide documentation of food production using a DOH certified kitchen and proof of insurance.
14. Hawaii General Excise Tax License: Vendors must display a copy of their GET License at all times.

Friends of Ali'iolani reserves the right to refuse participation to any vendor without cause or reason.

****Friends of Ali'iolani (FOA) will have the final determination on booth assignments and what items may be sold.****

Circle Craft Fair date/s and booth space type. Write in stall preference, if any (see stall # on map):

Nov. 2 (SAT)	Lawn \$120	Lawn w/tent rental \$170	Cafeteria \$130	Lanai \$140
Stall Preference	_____	_____	_____	_____
Dec. 7 (SAT)	Lawn \$120	Lawn w/tent rental \$170	Cafeteria \$130	Lanai \$140
Stall Preference	_____	_____	_____	_____

I have read the Rules & Regulations and agree to be responsible for ALL persons within my group, to release and hold harmless Friends of Ali'iolani, the Hawai'i State Department of Education and their sponsors, and any personnel from any and all liabilities allowable under Hawai'i State Law including negligence for injuries, damages, or selling loss incurred while being present on and while entering and/or leaving the premises for the purpose of said craft & gift fair participation. I further permit FOA and FOA Craft & Gift Fair associates to use my name, business, logos, and images for promotional purposes. In addition, I agree to compensate for any damages that I and/or my group may cause.

Signature (Required): _____ Date: _____



FRIENDS OF ALI'IOLANI 2019 CAMPUS MAP

8 AM - 2PM

NOV 2

DEC 7

Setup 5:30 AM - 7:45AM

Open at 8:00 AM

Tent Setup after 5:30PM FRI
(w/ Overnight Security)

****Cones mark hazard areas and sprinklers. Please take care not to run over or move any cones.****

MAHALO

Craftfair.AliiolaniFOA@gmail.com

