

**ATTENTION VENDORS...**  
**IT IS TIME TO SING UP AGAIN**  
**FOR THE LEWISTON 4<sup>TH</sup> OF JULY CELEBRATION**

This year the celebration will be held on Wednesday, July 4, 2018. Park festivities will begin right after the parade. The parade begins at 9:00 am and ends at approximately 10:00 am. The park festivities are held at the park located behind the church on the corner of Center Street and Main Street.

If you are interested in participating as a booth vendor for the park festivities: PLEASE COMPLETE THE ENCLOSED APPLICATION AND RETURN WITH THE APPLICABLE FEES BY JULY 2, 2018 (CHECK, MONEY ORDER OR CASH) TO:

Lewiston City Office  
Attention: Kelly Hansen  
PO Box 36  
Lewiston, UT 84320

Booth fees are \$35 per 12 x 12 booth space. Booth space with electricity is limited, but the city has invested a lot to upgrade the electricity in the park. Electricity is allocated to food vendors first and then to commercial vendors. Food vendors will be closer to the electricity. Product or service vendors may be farther away from electricity (please plan accordingly). Please make checks payable to Lewiston City. There will be no refund of booth fees after June 27, 2018.

**GUIDELINES AND RULES:**

Each booth space is 12 x 12 foot. If you anticipate that you will need more space than the standard booth space, you will need to pay for any additional booth. Please do not set up your booth outside of the boundaries that you have paid for. It is not fair for the other vendors.

You will need to provide your own booth equipment (table, canopy, extension cords, etc.). You will need to provide your own water. Please plan appropriately for extension cords. Your booth may be a long distance from an electricity source. We do everything in our power to make sure electricity needs are met. But, it cannot be guaranteed.

Bear River Health Department requires food vendors to obtain a food handler's permit. Please contact the Bear River Health Department for information and for applicable fees. You must have this permit displayed in your booth. The health department does routinely come out and check food vendors.

You may begin to set up your booth either on Tuesday, July 3, 2018 starting at 5:00 pm or starting at 6:00 am on the day of the 4<sup>th</sup>. Lewiston City is not responsible for any booth equipment or inventory loss, theft or damage. You must be set up by the time the parade begins at 9:00 am. There will be no traffic access to the park after that time. Please do not

drive on the grass. The only vendors that have permission to drive on the grass are food vendors and the amusements vendor- and they may only drive on the grass from the closest street possible. Driving on the grass has in the past damaged the sprinkler system and water lines; the costs to repair the water break were very expensive. **The event will end at 3:00 pm. You must leave your booth up and be in operation until 3:00 pm. Leaving early hurts all vendors. I do take notes of vendors that leave early and it may prevent that vendor from participating in future years.**

Only one "name brand" dealer per event ie; Tupperware, Scentsy, Paparazzi etc. Other types of vendors may be limited so that there may be a balance of vendors in the park.

Food Vendors: We do our best to have an appropriate balance of all types of food and concessions. We will evaluate the balance of food vendors based on when applications are received and honoring those food vendors that would like to return to our 4<sup>th</sup> of July celebrations.

If you have a questions or concerns, please contact Kelly Hansen, Park Booth/Festivities Chairman at 435-881-1785 or by e-mail at [hansenbk10@digis.net](mailto:hansenbk10@digis.net). You may also contact the Lewiston City Office at 435-258-2141. I am looking forward to working with each of you.

Sincerely,

Kelly Hansen  
Lewiston City 4<sup>th</sup> of July Committee  
Park Festivities/Booth Chairman

**LEWISTON CITY  
4<sup>TH</sup> OF JULY BOOTH VENDOR  
2018 APPLICATION**

Note: Our Celebration will be held on Wednesday, July 4, 2018

BUSINESS NAME	
CONTACT PERSON	
STREET ADDRESS	
CITY, STATE, ZIP	
E-MAIL ADDRESS	
PHONE NUMBER	
TAX ID NUMBER (REQUIRED FOR PARTICIATION)	

HAVE YOU BEEN A VENDOR WITH US BEFORE? (Please Circle Responses)

Yes                      No                      When was the last year you participated? \_\_\_\_\_  
 Did you like where your booth was located the year that you participated?      Yes      No

PLEASE CIRCLE ALL THAT APPLY BELOW:

Canopy                      No Canopy                      Trailer                      Trailer Length: \_\_\_\_\_

ELECTRICITY NEEDED: (Please Circle Response)

Yes                      No  
 (Note: Limited Power Available)

I WILL BE SETTING UP MY BOOTH ON: (Please Circle Response)

Tuesday, July 3, 2018 starting at 5:00 pm  
 Wednesday, July 4, 2018 starting at 6:00 am

BOOTH FEE: \$35

Number of Booths Needed: \_\_\_\_\_ X \$35 = \_\_\_\_\_ Total Amount Paid

OTHER NOTES OR THINGS FOR THE BOOTH COORDIANTOR TO CONSIDER:


Please list all items you intend to see/display/advertise or activities you intend to provide and the price you intend to charge. Only those items listed will be allowed/approved. Any changes must be approved in advance. Event coordinator reserves the right to ask a vendor to remove items from display if not listed below and/or if prior approval has not been received.

ITEM	PRICE	ITEM	PRICE

Send completed application and payment to Lewiston City, PO Box 36, Lewiston, UT 84320. Applications and payment are due by July 2, 2018. No refunds of booth fees after June 27, 2018. Confirmation will be e-mailed or confirmed by phone. Payment will be returned if your application is not accepted.