

**Koloa Plantation Days Celebration**  
33rd Annual Koloa Plantation Days  
Landmarks that Shape Us  
Koloa Ball Park - Saturday, July 28, 2018  
10 AM – 4:00 PM

**Mail Completed contract/check to:**

Koloa Plantation Days  
Vanessa Louis  
PO. Box 184  
Lawai, HI 96765

**CRAFT BOOTH VENDOR CONTRACT**

**In accordance with the terms of this agreement, the undersigned vendor contracts for booth space offered by the Koloa Plantation Days Celebration (KPDC) 2018.**

I \_\_\_\_\_ (Signature) the duly authorized representative of the undersigned organization, on the organization's behalf do subscribe and agree to all terms and conditions contained in this contract. I hereby indemnify and hold harmless the Koloa Plantation Days Celebration and Board of Directors, for any loss or injury that may occur during the event.

Vendor Organization \_\_\_\_\_

Contact (Please Print Name) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Ph/cell: \_\_\_\_\_ email: \_\_\_\_\_

Description of Crafts: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

**CONDITIONS AND TERMS**

1. Cost: \$150 flat fee\*. Contract applications will be processed on a first come-first serve basis. Please make check payable to **Koloa Plantation Days**. Pre-payment is required to secure your space.
2. Fee includes one (1) 8 foot table and chair. Vendor space is limited to the **covered** tent area only. Intrusion into the uncovered roped/staked area will not be allowed. Your table must be covered with a cloth or other appropriate covering. All storage containers must be placed out of view under the table. White tarps are required if used.
3. A substantial portion of your handcrafted products must be made in Hawaii & show creativity, originality and uniqueness. **Value-added food products will be permitted, however, ready to eat items will not be allowed.** Items not listed on your application will not be allowed to be sold at the event.
4. Acceptance/approval of your application will be confirmed 2-3 weeks prior to the event. At that time, you will receive your admittance tickets & map showing your booth location.
5. **We reserve the right to select vendors so that we have a broad representation of products.**
6. Check in/set-up is from 7:00 AM – 9:00 AM only. Breakdown is no earlier than 4:00 PM.\* (New time!) Your booth must be staffed at all times.
7. Violators of the conditions & terms of this agreement will be asked to cease operating their booth & will forfeit their fee payment. They may also not be allowed to participate in any future Koloa Plantation Days Celebration.

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**MARKETING INFORMATION**

For marketing purposes, please include a 1-2 sentence description of your offering at Koloa Plantation Days (45 words max):

Name to be used for your craft booth: \_\_\_\_\_

Marketing description of offering (please describe types of products available and what is unique to your products, what is handmade and what is specific to Koloa or Kauai):

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**SILENT AUCTION**

Every year the Koloa Plantation Days Silent Auction at the Park helps raise funds to perpetuate the event, while showcasing some of the wonderful experiences and products Kauai has to offer. If you would be willing to donate an item, please contact:

**Melissa McFerrin – Festival Coordinator at 652-3217, [info@koloaplantationdays.com](mailto:info@koloaplantationdays.com)**

To encourage higher value items, we will offer a rebate of \$20 off the booth fee for items valued at \$50 retail or more. To be included, please fill out the attached silent auction application and include with your craft booth application.

**SOCIAL MEDIA**

To stimulate booth attendance and maximize draw to the tent, we will be spotlighting crafts in social media. Please put a description of your social media feature or offer and your photo or offer to [info@koloaplantationdays.com](mailto:info@koloaplantationdays.com) with the subject “social media craft booth”.

**QUESTIONS**

For questions, please contact:

**Vanessa Louis – Craft Booth Co-Coordinator at 634-0266, [crafts@koloaplantationdays.com](mailto:crafts@koloaplantationdays.com)**

**Melissa McFerrin – Festival Coordinator at 652-3217, [info@koloaplantationdays.com](mailto:info@koloaplantationdays.com)**