



24th Annual KWXX Ho`olaule`a

Saturday, September 30, 2017
Historic Downtown Hilo

FOOD BOOTH CONCESSION AGREEMENT

This agreement is made between New West Broadcasting Corporation and

Organization (Vendor): _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____ Cell Phone: _____

Email address: _____

On this date _____, 2017.

ALL VENDORS APPLYING FOR A FOOD BOOTH SPACE MUST OBTAIN A TEMPORARY FOOD ESTABLISHMENT (TFE) PERMIT FROM THE STATE DEPARTMENT OF HEALTH TO OPERATE A FOOD BOOTH AT THIS EVENT. A COPY OF YOUR APPROVED TFE MUST BE TURNED IN TO NEW WEST BROADCASTING NO LATER THAN SEPTEMBER 1, 2017.

1. Vendor will be provided with a metal roof covered booth space of 10' x 10' with overhead lighting and limited electricity. **Vendor may sell only the food items listed on your approved agreement and the State Department of Health TFE permit.** Each food booth will have access to a duplex outlet and a **maximum use of 5,000 watts.** Any additional electrical needs may incur an additional fee and must be pre-arranged. All electrical needs must be specifically listed below with exact wattage given per piece of equipment.
2. This is a drug and alcohol free, family-friendly event. Only the food items listed and confirmed on the approved Food Booth Agreement and Department of Health TFE will be allowed to be sold at the Vendor's booth. ALL food items to be sold must receive prior approval from New West Broadcasting Corp. New West Broadcasting Corp. will provide product exclusivity for two main entrees per vendor. Every attempt will be made to prohibit duplicate food items. Determination of item duplication will be at the sole discretion of New West Broadcasting Corp.
3. Vendor is responsible for all booth needs including: tables, chairs, 10-gallon water jugs, heating units, soap, hand towels, display, decorations, containers for storing and removing cooking oil, etc.
4. Vendor must meet all requirements set by State and County ordinances / laws pertaining to the operation of vendor booth. Non-compliant vendors will not receive a refund. No pets are allowed in or near the booth. **Contact Curtis Takai of the Hawaii State Department of Health at 933-0917 to ensure you meet all current State guidelines to obtain a Temporary Food Establishment Permit.** You may be required to attend a Food Handling Safety class, which could fill up fast. Contact Curtis Takai ASAP for further information.
5. Hand washing facilities will be available.

6. **Only approved Coca Cola drinks and Dasani water may be sold at this event and must be purchased directly from Coca Cola. Contact Desiree Queypo at Coca Cola Company for wholesale prices on these items which you may sell at retail. Her number is 935-6891 or cell 808-430-6296 or reach her via email at dqueypo@coca-cola.com.**
7. **Cost of 10'x10' booth is \$557.29 (\$535.00 plus GE Tax of \$22.29).** Please make check payable to **New West Broadcasting Corp.** Booth confirmations will be made in the order that the application and booth fee are received at New West Broadcasting Corp., 1145 Kilauea Avenue, Hilo, HI, 96720. Vendors will be notified of booth assignment when they pick up their vendor packet during the week prior to the event. **Booth fees are non-refundable.**
8. Vendor may start setting up after 12:30 pm. Vendor agrees to operate booth during the entire event - 5:00 pm to 10:30 pm or until the entertainment is finished. Vendor must be present during these hours. Vendor will receive 1 loading pass, which will allow them to drive 1 vehicle at a time to their booth location. Vendor vehicles must be removed from the event prior to 4:00pm. No vehicle or wheeled carrier deliveries are allowed during the event. Vendor ***may not*** dismantle or remove equipment from their booth until after completion of the event. Vendor is responsible for removal of all property and refuse in the surrounding area of the rented booth space. All times listed above are tentative, final loading and vending times will be confirmed the week of the event. **Rain or Shine. No refunds.**
9. Vendor shall assume liability and responsibility regarding guarantee and warranty of merchandise being sold. Vendor shall defend, indemnify, and hold New West Broadcasting Corp., all event sponsors, the State of Hawaii, and the County of Hawaii, along with their employees and agents, harmless against any and all claims and actions for personal injury, death, and property damage arising from or resulting from or in any way connected with the operation of the Vendor's display and product.
10. **Vendor is advised that there is to be no disposal of used cooking oil at the event.** Vender agrees to provide the necessary containers to remove all cooking oil in proper containers, and will use caution when handling cooking oil to avoid spillage on the streets, sidewalks, or the planted areas.
11. Vendor is responsible for all taxes, whether excise, income, or other levy related to income generated by Vendor.
12. Vendor agrees to abide by all conditions of this agreement. If Vendor is in violation of this agreement, New West Broadcasting Corp. reserves the right to remove Vendor from the event and withhold Booth Fee. Returned checks will incur an additional \$25.00 fee.

Please complete and sign this application and return all documents to New West Broadcasting Corp with your payment and all required documentation.

Vendor Signature

Date



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VENDOR NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE NUMBERS: _____
DAY CELL

EMAIL ADDRESS _____

LIST FOOD ITEMS TO BE SOLD. PLEASE BE SPECIFIC AS TO ENTREES AND SIDE DISHES. Attach separate sheet if necessary.:

ALL ITEMS MUST BE APPROVED BY NEW WEST BROADCASTING CORP. VENDOR WILL NEED TO OBTAIN A TEMPORARY FOOD ESTABLISHMENT PERMIT FROM THE HAWAII STATE DEPARTMENT OF HEALTH. COPY OF TFE MUST BE SUBMITTED TO NEW WEST BROADCASTING NO LATER THAN 9/1/17

Electrical use needed? (circle) **YES NO** Equipment _____ Wattage _____

Please specify **ALL** equipment you will be using Equipment _____ Wattage _____

Equipment _____ Wattage _____

All electrical equipment must be listed. Use separate sheet if necessary. Equipment not listed will be disconnected. New West Broadcasting reserves the right to remove any electrical equipment from the event.

Any changes made to this agreement must be done in writing and be signed by a representative of New West Broadcasting Corp. and the Vendor. Completed applications, confirmed booth assignment and vehicle loading passes will be available for pickup during the week prior to the event. If you have any questions, please contact Kathy Leonard or Michele Phelan at 935-5461.

Mail or deliver this completed application to New West Broadcasting Corporation, 1145 Kilauea Avenue, Hilo, HI 96720. Applications approved on a first come, first served basis.

