



Payson Golden Onion Days 2018

“Experience the Many Layers of Payson”
Boutique in the Park Application
Friday, August 31st – Monday, September 3rd

Dear Applicant,

The Payson Golden Onion Days Executive Committee would like to thank you for your interest in participating in Utah’s Largest Labor Day celebration. The year 2018 marks its 89th year of celebration. Payson City takes pride in the quality and variety of homemade and hand crafted items available during Onion Days. The Onion Days Executive Committee will try to have a ratio of commercial or pre-manufactured items equal to the number of home made and hand crafted items. All applicants must have their items approved by the Onion Days Executive Committee.

Please note the following:

- **Three-day commitment.** Onion Days is Friday, August 31st thru Monday, September 3, 2018. Sunday, September 2nd is optional.
- **Deadlines.** Open Until Filled
- **Onion Days Executive Committee** reserves the right to reject any application for any reason.
- **More** than one person can share a booth space, but only the applicant may check in with a photo ID. (If you are sharing a booth space, please do not submit two applications.)
- **Requests** for specific booth space or shade space will not be accepted.
- **There will be no security provided for your booth.** Please bring at least two people with you for security with your booth. Sleeping in your booth is allowed for this event. Please note that there are no showers on the park grounds.
- **Refund for approved vendors who cancel** on or before will be 50% off the applications fee. No refund for cancellations after July 26, 2018.

Set-up Information:

For safety reasons, vehicles will only be allowed in the park during the following hours:

- Friday, August 31st between 7:00 a.m. and 1:00 p.m.
- Monday, September 3rd after 9:00 p.m. **No Vehicles will be allowed in the Park before 9:00 p.m.**

This rule will be **firmly** enforced. Parking around Memorial Park is for our customers. All vendors will be asked to move their vehicles off park property by 1:00 p.m. on Friday, August 31, 2018.

There are a limited number of booths available. **Completed applications with fees must be post marked by June 7, 2018.** Onion Days Executive Committee will assign booth spaces and notify applicants via mail. Applications received after June 7, 2018, or until we have filled booths, will be placed on a waiting list. Waiting list applicants will be notified via phone if an opening becomes available. Please retain a copy of the application for your records.

Applicant Signature: _____ **Date:** _____

Rules & Regulations:

1. I agree to sell only the merchandise which is shown in the photographs that are part of the application. I understand that submitting an application does not guarantee me space in Payson Onion Days Boutique in the Park.
2. All merchandise sold must have been represented in the photographs submitted. All products must be approved by the Onion Days Executive Committee. Payson City Onion Days Executive Committee reserves the right to disallow any item that is not in keeping with the standards of Payson City Onion Days. If during the year, you add or change any products, you will need to ***submit new photos by June 7, 2018*** to be approved by the committee.
3. **Deadline for applications: Open Until Filled.**
4. A booth space is uncovered space on the grass. Vendors are required to provide their own booth structure, tarps, tables, chairs, etc. Displays must be confined to the booth space, and not encroach on the walkways or the spaces to the side or rear of the booth. Booth spaces are assigned by the Onion Days Executive Committee. Assignments must be adhered to and are not transferable. All sales must take place from your assigned booth and not from vehicles, trailers or campers. No roving sales are permitted.
5. Vendors are responsible for the setting up and taking down of their own booths. Vendors are required to remove trash and debris each day, putting it in the large dumpsters that are provided on the North side. Citations will be issued to those who leave debris, and such citations will be grounds for immediate expulsion.

6.

VENDOR SCHEDULE		
DATE	DAY	TIME
31-August-2018	Friday	4:00 pm to 10:00 pm
1-September-2018	Saturday	10:00 am to 10:00 pm
2-September-2018	Sunday (optional)	12:00 pm to 10:00 pm
3-September-2018	Monday	10:00 am to 9:00 pm

7. If you require electricity, you must provide all electrical cords.
8. Vendors are required to comply with the Utah State Tax regulations. The Tax commission will provide tax packets for each vendor at check-in. We will provide tax forms, but it is your responsibility to collect sales tax and return it to the state. We are required by the state to provide the names, addresses, social security numbers and tax numbers for each vendor.
9. Payson City Onion Days is not dependent on weather. Fees will not be refunded in the event of rain or winds. Each vendor is responsible for any damages to or from your booth and/or product.
10. Signage can be used, but cannot obstruct any other vendor's booth and cannot be in the walkways. It is suggested that you mount your signage on your canopy or on the front of your booth.
11. Payson City Ordinance prohibits pets on Memorial Park property.
12. Will you have an ADA recognized service animal with you? Yes _____ or No _____ (A service animal means any animal that is individually trained to do work or perform tasks for the benefit of an individual with a disability.) If you marked yes, what work or task has your animal been trained to provide? (Emotional support animals, comfort animals, and therapy dogs are not service animals under Title II and Title III of the ADA.)

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13. Vendors operate at their own risk and assume all liability for their products and services.
 14. Unless you instruct us otherwise, your name may be released to other events that ask us for a list of our vendors.
 15. PAYSON CITY ONION DAYS BOUTIQUE IN THE PARK, PAYSON CITY, OR ONION DAYS EXECUTIVE COMMITTEE, WILL NOT BE LIABLE FOR ANY INJURY OR ACCIDENTS OR DAMAGE TO ITEMS DURING THE EVENT. WE WILL NOT BE RESPONSIBLE FOR ANY COPYRIGHT INFRINGEMENTS, SHOPLIFTING, CONSUMER SAFETY OR OTHER LEGAL VIOLATIONS WHICH MAY OCCUR WITH REGARDS TO PRODUCTS, PERSON, BOOTH HELP OR FAMILY MEMBERS. Each vendor is responsible for their security at night.
 16. Canopy tents are required.
 17. I have carefully read the above rules and Regulations and agree to abide by them.

Applicant Signature: _____

Date: _____

Name: _____ Business: _____

Address: _____ City: _____ State/Zip: _____

Phone: _____ E-Mail: _____

Type of items sold: _____

Booth Size: 10' X 10' \$250.00 _____ 20' X 10' \$350.00 _____

First Applicant Signature: _____ Date: _____

Tax ID #: _____ or SSN #: _____

If Applicable:

Second Applicant Signature: _____ Date: _____

Tax ID #: _____ or SSN #: _____

Application, Rules & Regulations and Photos must be completed with fee and postmarked by June 7, 2018.

Make a copy of the application for your records.
Make Checks Payable to Payson City
Send the completed application to:

Payson Onion Days Boutique
439 W. Utah Avenue
Payson, Utah 84651

For questions, contact Janeen Dean Community Events Coordinator Phone: 801-358-3357 or events@payson.org