

**PRAIRIE CITY FIBER FEST**  
**July 26 - 27, 2025**  
**Saturday 9:00 am - 5:00pm**  
**Sunday 10:00 am - 4:00 pm**  
The Park across from City Hall  
Prairie City, Oregon

Name: \_\_\_\_\_

Farm/Business: \_\_\_\_\_

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

City/State \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

**Type of Vendor: (Check all that apply)**

- Fiber/Supplies  Finished products (must be natural fiber or natural blends, equipment and accessories.)  
 Fiber animal producer or supplier.

**BOOTH Set up and Planning:** Please circle your preferences below. We will do our best to accommodate all vendor preferences.

**Do you need electricity?** YES  (Bring your own extension cords) NO

**Location preference:** **OUTDOOR:**  Lawn/Market Place **INDOOR:**  Community Center or  Teen Center

**Please describe items for sale at your booth:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Each booth includes 1 table and 2 chairs. Do not begin to pack up until 4:00pm; no exceptions.**

ITEM	QUANTITY	2 DAY COST	TOTAL
Indoor Space 10'x10'		\$80.00	
Outdoor Space 10'x10'		\$55.00	
Additional Table		\$7.00	
Additional Chair		\$2.00	

**TOTAL FEES ENCLOSED:** \$ \_\_\_\_\_

**Make checks payable to: Prairie City Fiber Fest**

Mail application with payment to: Prairie City Fiber Fest. 530 E, Main # 3, John Day, OR 97845

For questions contact us at:

[pcff2019@gmail.com](mailto:pcff2019@gmail.com) or refer to  
www: PrairieCityFiberFest.com

Payment/refund policy: Full refund if festival is canceled.  
50% refund through 4/01/2025. 25% refund 4/02/2025 through 5/31/2025. No refund after 6/01/2025  
\$35 NSF Check Fee.

Please secure all valuables. PCFF assumes no responsibility for vendor loss.

**Prairie City Fiber Festival Mission Statement**

Our mission is to exhibit and demonstrate the full spectrum of natural fibers (animal & plant),  
from animal or raw fiber to finished product, and related tools.  
We are a non-profit Foundation to benefit 4-H & FFA of Grant County.

## VENDOR INSURANCE REQUIREMENTS

TO ALL VENDORS:

We require **ALL** vendors to carry liability insurance to participate in the Prairie City Fiber Fest. Coverage should be for \$1 million (standard) and name the **Prairie City Fiber Fest and Festival Planning Committee** as additional insured. Such insurance afforded the additional insured is primary and non-contributing with any other insurance that the additional insured may carry.

The official address for your booth location at the Prairie City Fiber Fest is as follows for insurance purposes:

**MARKET PLACE** (Outdoor Lawn)

**Prairie City Fiber Fest  
133 South Bridge Street  
Prairie City, OR 97869**

**TEEN CENTER**

**Prairie City Fiber Fest PBC  
145 W. Front Street  
Prairie City, OR 97869**

**COMMUNITY CENTER**

**Prairie City Fiber Fest  
211 6<sup>th</sup> Street  
Prairie City, OR 97869**

There are many sources of liability insurance for events such as PCFF. First, check with your existing insurance agent to see if this can be added to your current policy. You can also find online sources. Several Vendors use <https://www.actinsurance.com> for a reasonable fee which can cover one event or for the year.

Insurance forms must be received by July 15, 2025.

You can enclose a copy of the insurance binder when you send in your registration form, or email it to [pcff2019@gmail.com](mailto:pcff2019@gmail.com).