

PRAIRIE CITY FIBER FEST
July 29 - 31, 2022
Saturday 9:00 am - 5:00pm
Sunday 10:00 am - 4:00 pm
 The Park across from City Hall
 Prairie City, Oregon 97869

Vendor application deadline: 6/01/2022

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 NO
 Location preference: **OUTDOOR:** Lawn or Food Court **INDOOR:** Community Center or Teen Center

Please describe items for sale at your booth: _____

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

ITEM	QUANTITY	2 DAY COST	TOTAL
Indoor Space 10'x10'		\$75.00	
Outdoor Space 10'x10'		\$50.00	
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 or refer to
 www: PrairieCityFiberFest.com

Payment/refund policy: Full refund if festival is canceled.
 50% refund through 4/01/2022. 25% refund 4/02/2022 through 5/31/2022. No refund after 6/01/2022.
 \$35 NSF Check Fee.

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

Prairie Fiber Festival Mission Statement

Our mission is to exhibit and demonstrate the full spectrum of natural fibers (animal & plant).
 That is, 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 the Prairie City Fiber Fest is as follows for insurance purposes:

**Prairie City Fiber Fest
133 South Bridge 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 www.actinsurance.com and say it is quite reasonable and you can cover one event or register for the year.

You must enclose a copy of the insurance binder when you send in your registration form, or email to Ginger Shive at pcff2019@gmail.com. Insurance forms must be received by July 1, 2022.