

## 2017 Wahiawa Pineapple Festival Rules & Regulations

Event – Saturday, May 6, 2017

All vendors must use a 10X10 tent and have a General Excise Tax (GET) license.

All applications must be post marked no later than Friday, April 14, 2017

**ALL VENDORS** must have a Certificate of General Liability Insurance with limits of at least \$1,000,000 aggregate. All vendors must have a certificate of insurance naming the City & County of Honolulu the Certificate Holder. Please **mail a copy of the Certificate with your application** to the Wahiawa Historical Society,  
P. O. Box 861500, Wahiawa HI 96786.

1. City & County of Honolulu  
650 S. King St., Honolulu HI 96813

### **ONE-DAY EVENT LIABILITY**

For vendors needing a one-day event liability insurance may get in touch with a Matsukawa Ins. referral – [www.fdean.com](http://www.fdean.com). Cost \$50. List 1. from above. Please **mail a copy with your application.**

**A TEMPORARY FOOD SERVICE PERMIT** is required for certain food sales from the Department of Health (DOH). You may call the DOH at 586-8000. It may take up to 30 days to obtain this license. You will not be allowed to sell your product without the required license if it is needed. Please **mail a copy with your application.**

### **SPACE ASSIGNMENT**

All vendors will be assigned their space by the festival committee. Every effort will be made to accommodate any special needs the vendors may have. Vendor space assignments will be given after Friday, April 14, 2017

### **SETUP**

Vendors must supply their own tents and all equipment which may be setup on Friday, May 5 from 3:00-6:00 pm. We will provide professional overnight security.

**NO REFUNDS** due to inclement weather

I have read, understand, and agree to abide by the terms and conditions of the rules and regulation, and all the information I have given by this application is true and correct to the best of my knowledge. Furthermore, I shall defend, indemnify, and hold the sponsor, their agents, staff and the City and County of Honolulu, harmless from and against any and all claim and actions for personal injury, death, and property damages arising or resulting from or in any way connected with the operation of a concession my participation in this event, including claims by my own employees.

### **PARKING**

Assignments will be made after Friday April 14, 2017 and you will be notified by your chairperson.

### **TRAFFIC**

will be quite congested due to the parade which begins at 9:00 am. California Avenue will be closed for the parade. All vendors should be in their space early and be totally ready for business before 9:30 am.

**Chairpersons are listed below with (808) cell # if you have questions.**

### **VENDORS**

Marcia Sumile #348-2238

Vendors are to enter park from Kilani Avenue.

Product Vendors must have “Made in Hawaii” type items.

### **FOOD VENDORS**

Dulcie Honda #351-4417

Food vendors are to enter from the California Street side of the park.

All needing electricity must have a heavy-duty, 3-prong, 100-foot extension cord.

### **ENTERTAINMENT**

Scott Harada #292-1967

Participants will enter from the Kilani Avenue side of the park.

### **VOLUNTEERS**

Heidi Tsuneyoshi #723-4668

Participants are to enter from the California Avenue side of the park and report to the Information tent.

Individuals have the choice of either 9:30 am to 1:00 pm or 1:00 pm to 4:30 pm shifts.

**You will be notified before the event if there are any changes.**

### **CLEANUP**

Should be done at the close of the event at 4:00 - 6:00. Please take your trash home. Make sure your area is clean with no litter on the ground.