

2027 SALMON DAYS FESTIVAL VENDOR RULES AND REGULATIONS

Restrictions & Infractions

- Payment is required at the time of application submission. If your application is not selected by the jury, you will receive a full refund (minus the event management software fee).
- There is a non-refundable **\$9 charge** that is for the event management software fee, regardless of whether your application is accepted or not.
- A 3% credit card processing fee will be added to each submitted application. At this time, there is no alternative payment option since vendor placements are assigned in the order applications are received and payment submission secures your place in line.
- If you are accepted as a vendor, booth fees are non-refundable unless a vendor cancels or withdraws in writing by August 15, 2027. Please note that a \$50 application fee will be deducted from the original total.
- The Greater Issaquah Chamber of Commerce reserves the right to refuse acceptance of any vendor for any reason.
- **A processing fee of \$50 will be charged if you fill out the wrong application, apply more than once, or do not meet the guidelines/requirements. We are happy to answer any questions to help you avoid these fees, so please contact us first to ensure your application is correct.**
- Any application submitted after applications have officially closed will be subject to a \$50 application fee, regardless of whether the applicant was aware that applications had closed.
- **Vendors are responsible for reviewing the Rules & Regulations in full before submitting an application.** By signing the application, the vendor acknowledges and agrees to all requirements outlined in that document. Failure to read or understand the Rules & Regulations does not exempt a vendor from those requirements. For example, **live plants are not permitted in the Arts & Crafts category unless they are sold in pots or containers handmade by the artist.** If a vendor whose products do not meet this requirement chooses to apply, the application will be rejected and the **\$50 processing fee will still apply.**
- While we do our best to grant each vendor their desired booth type and location, booth selections are ultimately left to the discretion of the GREATER ISSAQUAH CHAMBER OF COMMERCE.
- All vendors must have a valid tax registration certificate number (UBI #) issued by the Department of Revenue to participate in the Festival. This number must be provided on the application. Any incomplete numbers, notes, or entries other than a valid UBI will result in the application being rejected. A Unified Business Identifier (UBI) number is a unique nine-digit identification number assigned to businesses operating within Washington State. This number serves as a central identifier, streamlining interactions between businesses and various state agencies. It is a foundational element for legal operation and compliance within the state.
- Booth fees cover only the booth space. Vendors are responsible for arranging and bringing their own tents, tables, chairs, etc.

- Vendors must remain in the footprint of their booth space and are not allowed to 'rove' with their merchandise and/or place/display merchandise outside their booth footprint.
- Vendor booths are not allowed to physically extend beyond the 10' x 10' (or the booth size you applied for and were accepted for) on any side of your booth space, including racks of merchandise, displays, etc., even if there are no booths on either side of yours.
- Vendors cannot block the space behind their booth. Especially if there is a sidewalk behind you.
- Corner booths will NOT be sold this year.
- Please do not extend or place any items/displays in front of your booth outside the 10' x 10' space. The only exception to this rule is for food vendors, who may sell beverages from ice barrels in front of their booth.
- Awnings are allowed, but no other structures or items are permitted. If the awning bars are exposed without the actual awning material attached, they must be taken down. Only the physical awning material itself is allowed. Hanging any items, decorations, or other materials from the awning structure is not permitted.
- Awnings must be lowered or removed on Saturday night. The roads open at night so you risk damage if your awning is not lowered.
- Please plan to have only the forward-facing side of your booth open to the public. We do not guarantee that any other sides of your booth will be open or accessible, so plan accordingly.
- If your booth requires more than a 10'x10' space, please apply for the correct booth size. Any increment outside of the 10'x10' (or 10'x20') dimensions is not acceptable, even if it is less than a foot.
- All booths, regardless of type, must stay open the entire Festival hours of 10am to 6pm. No exceptions. Any vendor caught not open during Festival hours will automatically be banned from future Salmon Days Festivals for a minimum two years.
- The Issaquah Salmon Days Festival name, logo and theme are trademarked. Any use must be pre-approved by the GREATER ISSAQUAH CHAMBER OF COMMERCE.
- Arts & Crafts booth's merchandise must be **personally handcrafted** by the vendor who is applying for booth space. Commercial, imported, imagery generated with Artificial Intelligence (A.I.) software, or mass-produced items are not allowed at Salmon Days in any arts & crafts booths. If a vendor is caught selling any of these items during the Festival, they will be immediately expelled and no refund will be given. Also, a minimum two-year ban from the Festival will be enforced on the vendor.
- You are considered an Arts & Crafts vendor if you are selling at least one edible item that is pre-packaged offsite before arriving at the Festival. If the edible items are not packaged until a customer selects them, you are considered a Food vendor, as this involves handling food. If you are unsure which application type to apply for, please contact us before submitting your application. Misapplying for the wrong type will result in a \$50 fee.
- **You do not qualify as a food vendor booth IF you wish to have a booth that only gives away free food samples. You must sell food in your booth if you are approved as a food vendor.**
- Commercial, imported, or mass-produced items are not allowed at Salmon Days.
- **Non-Profit Pay Parking Lots**

Any non-profit organization interested in operating a paid parking lot during the Salmon Days Festival **must contact the Salmon Days Festival office first** to discuss availability, eligibility, and the proper procedures for obtaining approval.

Non-profit organizations are strictly prohibited from contacting businesses, property owners, or property managers directly to solicit or arrange parking lot use without prior authorization from Festival management.

The City of Issaquah has established specific, mandatory requirements that the Festival must comply with as a condition of receiving its Special Event Permit. These requirements include regulations governing the operation of paid parking lots during the Festival.

To ensure compliance with City regulations, avoid conflicts with existing parking lot assignments, and maintain our established relationships with local businesses, **all interested organizations must contact the Salmon Days Festival office before pursuing any parking lot opportunities.**

Failure to comply with this policy will result in automatic disqualification from participating in the Salmon Days Festival for a minimum of two (2) years. This applies to any organization that independently contacts businesses, property owners, or property managers regarding parking lot opportunities without prior authorization from Festival management.

- If you find out that you're unable to attend the Festival but don't notify us by email at least one week before the Festival (by 09/24/27 by 5pm) and end up not showing up, it may impact your ability to participate in future Salmon Days events.
- Arts & Crafts vendors and Food vendors are not allowed to have a booth solely for giving away items for free. Vendors who wish to give away items at no cost may only give away up to 10% of their items. The remaining 90% of items must be available for purchase. All vendors must sell items according to the type of application that was approved (arts & crafts, food, etc.). Offering a free gift with purchase is acceptable. Sponsor booths are the only exception to this rule.
- No alcoholic beverages may be sold no matter what type of vendor booth.
- Sampling of alcoholic beverages is not allowed.
- Vendors cannot sell or promote another vendor's work or an organization in their booth. Booth sharing is strictly prohibited and will result in immediate expulsion and no refund will be given.
- If you have a non-profit booth and sell any items at your booth, you are required to pay a commission based on your sales. Please note: **donations received at your booth are exempt** from commission.
- If a vendor is a Non-Profit [501(c)3] vendor, they need to abide by the rules as determined by the Internal Revenue Service. Under the Internal Revenue Code, all section 501(c)(3) organizations are absolutely prohibited from directly or indirectly participating in, or intervening in, any political campaign on behalf of (or in opposition to) any candidate for elective public office. Contributions to political campaign funds or

public statements of position (verbal or written) made on behalf of the organization in favor of or in opposition to any candidate for public office clearly violate the prohibition against political campaign activity. Violating this prohibition may result in denial or revocation of tax-exempt status and the imposition of certain excise taxes. **If a vendor who is accepted is found violating any of these IRS rules, they will be automatically expelled from the Festival, no refund will be given, and will not be able to participate at any Salmon Days Festivals a minimum of two years.**

<https://www.irs.gov/charities-non-profits/charitable-organizations/the-restriction-of-political-campaign-intervention-by-section-501c3-tax-exempt-organizations>

- ALL vendors specifically agree that they will not seek or accept sponsorships for their booth and that sharing the booth with another vendor or organization of any type is strictly prohibited. This includes non-profit booths.
- Vendors are not allowed to approach another vendor with the intent of switching booth spaces. Any booth change(s) must be initiated and approved by the Vendor Manager only.
- Any vendor who approaches another vendor and offers money or any other incentive to switch booths will automatically and immediately be ejected from the Festival, will not receive a refund and will not be able to participate in any Salmon Days Festivals in the future.
- **Any returning vendor who gets their personal invitation/link to apply a month earlier than the public and shares it with any non-returning vendor will be automatically REJECTED and not allowed to return to the Festival for a minimum of 2 years.**
- **Any Non-Profit or Food Vendor who does not pay their commissions by October 31, 2027 will not be eligible to participate in future Salmon Days Festivals for a minimum of two (2) years.**
- Festival electricity is **NOT** available to purchase for any vendors except food vendors located in Foods of the World (main food court).
- Generators are **NOT** allowed for any vendor (Arts & Crafts, Non-Profit, etc.) other than food vendors that are not located in Foods of the World. Generators used by food vendors must be whisper-quiet. **Please note that any vendor who uses a generator must abide by the City of Issaquah Spill Kit requirements.*
- No stakes may be used in the parks or in any grass areas. This includes stakes for signs, fences, tents or other uses. Stake use may subject you to a fine by the City of Issaquah.
- No items, signs or banners are to be attached to trees or shrubs. This includes signs using nails, tape, tacks, string, rope, etc. Use may subject you to a fine by the City of Issaquah.
- All City utilities and appurtenances must remain accessible at all times (e.g., water meters, valves, hydrants, traffic signals, sewer manholes and stormwater catch basins.).
- **ALL streets will be reopened overnight.** Please ensure that your booth allows free flow of traffic in both directions, if applicable. All awnings must be put down overnight.
- Vendors who begin loading in before Saturday morning at 6:00 AM risk being towed and/or ejected from the Festival without a refund. Additionally, they will be suspended from participating as a vendor for a minimum of two years. We are all guests of the City

of Issaquah and must follow the rules they have set. Please respect this rule, as failing to do so jeopardizes our relationship with the city.

- Booths should not block, obstruct, or impede sidewalk ramps for ADA access before, during or after the Festival.
- Booths cannot block any sidewalks during and after Festival hours. Only during setup is this allowed.
- Booths should not obstruct or impede pedestrian traffic or visual sightlines to Front Street businesses during and after Festival hours.
- Vehicles are not allowed on any grass areas unless pre-approved by the Festival and with City consent.
- Please take care to ensure that garbage and loose paper do not enter existing storm drain catch basins. Dumping in gutters and other water infrastructures is prohibited. Use appropriate containers and dumpsters for waste disposal.
- All non-profit organizations running a paid parking lot must indicate on the application the parking rates, including the cost for vendors who wish to park for the entire day.
- Vendors who move their booth to a different location without prior approval from a legitimate Chamber staff member will be automatically ejected from the Festival and will not be allowed to return for a minimum of two years. No refund will be issued.
- Salmon Days is a balloon-free event. Balloons are NOT allowed at Salmon Days in any setting.
- No toy weapons are allowed at the Festival. Either as merchandise being sold and/or displayed in booths.
- Absolutely **no weapons or items that could be considered weapons or self-defense/personal protection accessories may be sold** by any type of vendor, including small commercial retailers. This includes, but is not limited to: pepper spray or mace, stun guns or tasers, batons or tactical flashlights, throwing stars, pocket knives, non-decorative or non-artistic knives, etc. If you are unsure whether an item falls into this category, please contact us for clarification before applying.
- Roads will close promptly at 9:00 AM on both Saturday, October 2, 2027, and Sunday, October 3, 2027. No vehicles will be allowed to drive on the streets, even with an 'Access Pass.' This is a safety measure, and there will be no exceptions. Please plan accordingly.
- Pay Parking Lots – The City of Issaquah requires all organizations operating pay parking lots to provide proof of permission from the property owner. Documentation must be submitted by May 31, 2027. Failure to obtain and submit this permission by the deadline will result in the organization being ineligible to participate in this year's festival and no refund will be issued.

Hours of Operation

- Festival hours are 10am - 6pm, Saturday and Sunday. **BOOTHS MUST REMAIN OPEN DURING THIS TIME.** Closing and/or tearing down prior to 6pm will result in a minimum two-year suspension from Salmon Days.
- Vendors must be present in their booth for both days of the festival.

Jury Selection

- All applications are juried on quality and originality within each jury category.
- We reserve the right to refuse any application.
- Past participation does not guarantee acceptance. Returning vendors must be in good standing and not have any previous year(s) complaints.
- If you are not initially accepted or rejected, you may be placed on a waitlist. If space becomes available, you will be contacted to decide if you still wish to be a vendor.
- Salmon Days does not accept product samples for the jury.
- **Booth Information**
The majority of booth spaces are on City streets so 80% of booths will not be able to set up until Saturday at 6am (4 hours before the Festival begins). Please keep that in mind for your own personal timing.
- If your booth is located on the Field of Fun, automatically plan to hand truck/carry in your equipment, tent(s), tables, etc. Often, due to inclement weather, the Issaquah Department of Parks & Rec will inform us (at the last minute) that we **will not be allowed to drive onto the field for load in/load out**. Please plan for extra help and/or allow yourself extra time if you need it.
- **Banner & Signage Restrictions – Arts & Crafts, Non-Profit, Government and 501©3 Vendors**
All Arts & Crafts, Non-Profit, Government and 501©4 vendors are permitted to display banners and/or signs on their booths, provided the total displayed signage does not exceed **10 feet wide by 2 feet high (10' x 2')**. Vendors found displaying banners or signage exceeding these dimensions will be required to remove the noncompliant signage immediately. **Failure or refusal to comply will result in immediate expulsion from the Festival, forfeiture of all fees paid (no refunds will be issued), and suspension from participating in Salmon Days for a minimum of two (2) years.** Festival management reserves the right to enforce these restrictions and determine whether signage complies with Festival regulations.
- If your booth is located on the street, always plan to park then load in/out by hand truck/carrying. That way, you will always be prepared in case there is no street access due to unforeseen circumstances and you cannot drive up to your booth location.
- Any booth that is located behind the Police Station on the back porch must leave a 6' gap between the door and the vendor's booth for safety reasons.
- Each vendor is responsible for cleaning his/her booth space and the immediate surrounding area. Garbage, recycle and composting dumpsters are available throughout the entire Festival footprint. Please use these accordingly and place whatever you collect in the appropriate container.
- There is no dumping in our gutters and miscellaneous water infrastructures. Please use the appropriate sinks (if applicable).

Merchandise

- **Arts & Crafts booth's merchandise must be personally handcrafted by the vendor who is applying for booth space. Commercial, imported, imagery generated with Artificial Intelligence software, or mass-produced items are not allowed at Salmon Days in any arts & crafts booths.**
- Arts and Crafts vendors are not permitted to sell plants unless they are in containers that the artist has handmade.

- **If you wish to have a booth that only gives away free food samples, you do not qualify as a food vendor booth.**
- **Family-Friendly Merchandise & Display Policy**
Salmon Days is a family-oriented event. All merchandise offered for sale, as well as decorative items and displays not intended for sale, must be appropriate for audiences of all ages. Merchandise, decorations, and displays may not contain profanity, vulgar or sexually suggestive language, slang terms referring to human anatomy, or images or graphics depicting nudity, including depictions of nude children. Vendors found displaying or selling prohibited items will be required to remove them immediately and/or may be asked to leave and no refund will be given. **If any prohibited items are displayed again at any time during the Festival, the vendor will be immediately expelled from the Festival, permanently banned from participating in future Salmon Days Festivals, and will forfeit all fees paid. No refunds will be issued.** By participating in Salmon Days, vendors agree to comply with this policy. Festival management reserves the right to determine whether merchandise or displays violate these standards.
- No alcoholic beverages is allowed to be sold at the Festival. Even as a retail item.
- Food sampling is not allowed for alcoholic beverages.
- Commercial, imported, imagery generated with Artificial Intelligence software, or mass-produced items are not allowed at Salmon Days without the approval of the GREATER ISSAQUAH CHAMBER OF COMMERCE and an Issaquah Small Commercial Retailer application must be submitted.
- Only one product category can be sold in the vendor's booth.
- All merchandise must be consistent with the photos submitted with the application and reviewed by the jury.
- No toy weapons are allowed at Salmon Days.

Downtown Issaquah Businesses

Businesses physically located within the footprint of the Festival on Front Street and Sunset Way may apply for a booth at Salmon Days if they qualify. If a business meets the qualifications for a booth space and wishes to have a booth in front of their storefront, they must notify the Salmon Days office via email at events@salmondays.org by March 31, 2027, to reserve their space before vendor placements begin on April 1, 2027. Upon receiving your notification, **we will hold your space until April 2, 2027**. You must submit your application by this date. If we do not receive your application by April 2, 2027 your booth space will automatically be released to other vendors.

- Businesses who qualify, apply, and are approved for a booth must stay open for the entire duration of the Festival. The Festival will be held on Saturday, 10/02/27, and Sunday, 10/03/27, from 10am to 6pm. Any business that closes early or opens late will be suspended from having a booth at the Festival for a minimum of two years and may be shut down, with no refund given.
- Downtown Issaquah businesses who qualify and apply for a booth space will be placed as close to their storefront's front door as possible, provided they let us know in writing by March 31, 2027 AND their application is received by April 2, 2027. All qualifying

requirements and rules for vendor booths apply so note that not all businesses are eligible.

- Booth spaces purchased by Downtown Issaquah businesses MUST be tented, decorated, stocked, and staffed from 10 am to 6 pm both days of the Festival. Spaces may not be left open. Any business that fails to comply with these requirements may have their booth space reassigned to a waitlisted vendor, will not receive a refund, and will face a minimum two-year suspension from Salmon Days.
- Businesses that qualify and purchase a booth must adhere to the category they applied for. This means that all items in the booth must align with the selected category. For example, businesses cannot sell food in an Arts & Crafts booth or vice versa. Food vendors are subject to special permitting and must meet specific requirements, not only for liability reasons but also in compliance with King County Public Health regulations. For instance, food vendors are required to obtain a food handler's permit and provide a hand-washing station in their booth.
- If a business applies under the Arts & Crafts application, every item in the booth must be handcrafted by a single artisan. No commercially made items or items created by anyone other than the designated artisan may be sold in the booth.
- Food sampling is allowed, but you must still obtain a food handler's permit and provide a hand-washing station in your booth, along with any other requirements set by King County Public Health.
- Physical items must be sold in accordance with your booth type (e.g., food must be sold if you are a food vendor, handcrafted items if you are an Arts & Crafts vendor, etc.). If you are selling food, customers must be able to purchase and receive their food directly from your booth without needing to enter a physical business to pay or pick it up.
- Aside from non-profit booths, all other booths must sell either arts & crafts items or food as per their application category. Booths that do not adhere to their approved category will be required to remove any non-compliant items and/or may be asked to leave the Festival without a refund. A replacement vendor may be moved into the space, even if this occurs later in the day or on Sunday. The business will also face a minimum two-year suspension from applying for a booth at future events.
- If you are a food vendor, you are not allowed to give away items for free unless you are also selling something. Sampling is permitted, as long as you are selling the item you are sampling or giving away. A free "gift with purchase" (e.g., a free egg roll with an entrée purchase) is also acceptable.
- If you wish to have a booth that only gives away free food samples, you do not qualify as a food vendor booth. You must sell food in your booth if you are approved as a food vendor.
- Arts & Crafts vendors and Food vendors are not allowed to have a booth solely for giving away items for free. Vendors wishing to give away items at no cost may only give away up to 10% of their items. The remaining 90% must be available for purchase. All vendors must sell items according to the approved application type (arts & crafts, food, etc.). Offering a free gift with purchase is acceptable. Spawnsor booths are the only exception to this rule.
- Booth sharing is prohibited.
- If a downtown business qualifies and applies for a booth, the booth must reflect the business name and type of the brick-and-mortar business. The space cannot be used

to promote a different business. As the Festival aims to showcase our local businesses, using your booth space for another business is strictly prohibited.

Sales Tax, Washington State UBI and City of Issaquah Taxes

- Vendors are responsible for collecting, reporting and paying WA State sales tax. Washington State requires a UBI even if you are out of state. If you don't already have a WA State UBI, you can obtain a temporary one by going to: <https://dor.wa.gov/contact/temporary-registration-certificate>
- The City of Issaquah's requirements for the Business and Occupation Tax stipulate that all vendors doing business within Issaquah must report their gross revenue receipts to the Issaquah tax code. This is regardless of whether the business's (vendor's) office or place of business is within or outside of the city limits of Issaquah. The amount of tax levied on each vendor is determined by the application of rates against gross proceeds of sale, gross income of business, or value of products, including byproducts, as the case may be.
- For more information, please refer to Issaquah Municipal Code Chapter 5.04. **The Issaquah business and occupation tax is not the same as the Washington state B&O tax. Vendors must file Issaquah taxes separate from state taxes.**
- For tax related questions, please contact your tax advisor.
- All Issaquah Small Commercial Retailer Vendors need to have a current business license with the City of Issaquah and provide that number on their application.

Raffle Fundraising

- Any non-profit organization doing a raffle during the Festival must comply and apply for all necessary permit(s) from the Washington State Gambling Commission AND must get approval from the Greater Issaquah Chamber of Commerce when submitting an application.

Security

- Booth structure and contents, including inventory, are the sole responsibility of the Vendor. The GREATER ISSAQUAH CHAMBER OF COMMERCE does not assume any responsibility for injury to persons, loss or damage to any property of the Vendor's, including theft, accidents or acts of God.

Commission Payment and Sales Reporting

- Food Vendors must submit their sales report form (detailing sales, expenditures and net profit) and commission payment to the GREATER ISSAQUAH CHAMBER OF COMMERCE by no later than 7:30 pm on Sunday night of the Salmon Days Festival (October 3, 2027).
- **NEW – Sales Reporting Requirement:** All food vendors are required to submit a copy of their Daily Sales Summary Report (or equivalent report) generated by their point-of-sale (POS) system, along with their completed commission form. Reports must show total sales for each Festival day, with Saturday and Sunday reported separately, and each date clearly identified. This requirement applies regardless of the POS system or payment processing platform used. **Payment Information: Cash will not be accepted**

at checkout. Payments may be made by check or credit card. Please note that a 3% surcharge will automatically be applied to all credit card transactions.

- A 3% credit card processing fee will be applied to all food commission payments made by credit card.
- A sales report form must still be submitted even if the amount of your food commissions is \$0.
- Non-Profit and Off-site Non-Profit Vendors must submit their sales report form (detailing sales, expenditures and net profit), P&L statement, and commission payment to the GREATER ISSAQUAH CHAMBER OF COMMERCE by October 31, 2027.
- Commission Percentages
 - Food
 - 10x10 Booths = 20% Commission after \$2,000
 - 10x20+ Booths = 20% Commission after \$3,000
 - Non Profit
 - 10% Commission – Non-Food Booths
 - 15% Commission – Food Booths
- **Non-profit vendors engaging in sales at their booth will not be eligible to deduct any expenses or related costs from their commission payment.**
- Any **Food Vendor who does not pay their commissions by October 3, 2027** will be assessed a \$50 fee and will not be eligible to participate in future Salmon Days Festivals for a minimum of two (2) years.
- Any **Non-Profit Vendor who does not pay their commissions by October 31, 2027** will not be eligible to participate in future Salmon Days Festivals for a minimum of two (2) years.
- **Arts & Crafts vendors are NOT required to pay any commissions.**

Food Sampling – Arts & Crafts Vendors & Spawnsors

- Food sampling is acceptable.
- Alcohol sampling is prohibited.
- Any Arts & Crafts vendor or sponsor handing out food samples that are not prepackaged offsite is responsible for applying for and obtaining all necessary permits from the King County Health Department and Seattle King County Public Health Foods & Facility Program. Please ensure you secure this permit, as inspectors will be on-site both days to check for compliance. These inspectors have the authority to shut down any booth that does not have the proper permits.
- All Gift Food Vendors and spawnsors giving out food samples are REQUIRED to use 100% compostable service ware, 100% of the time. This is a City of Issaquah mandate.
- Booths handing out food samples (not prepackaged) are required by Seattle & King County Public Health to have a hand washing station. This includes vendors who are preparing food, packaging food and/or sampling food or beverages. Again, inspectors will be on site on both days going through each booth checking to make sure we are in compliance.

Food Vendors and Arts & Crafts – Gift Food Vendors

- Food vendors are responsible for applying and obtaining any/all permits required by the King County Health Department and Seattle King County Public Health Foods & Facility Program.
- Food trucks must have an active business license from the City of Issaquah and a Mobile Food Permit from King County – Public Health.
- Food trucks must have fully functional wheels and may not exceed noise standards.
- We no longer provide barbeque space (previously offered as an uncovered area for cooking purposes only) so please make sure you select enough booth space to accommodate your footprint to include food prep and cooking. If you need additional space, you must apply for a larger booth space.
- Food vendors and Arts & Crafts-Gift Food Vendors must comply with all Fire Marshal, City of Issaquah and King County requirements including, but not limited to, fire extinguishers, spill kits, certified flame-treated canopies and handwashing stations.
- Food vendors and Gift Food vendors doing food sampling are required by King County Public Health to have a hand washing station set up. Inspectors will be on site on both days going through each booth checking to make sure we are in compliance.
- Barbecues, fires, grease barrels, or other cooking items are NOT permitted on the grass. Vendor will be liable for incurred expenses for the City to cleanup/deal with fire prevention.
- No ashes, grease, hot water or other cooking type items are to be dumped in the parks and their receptacles. Vendor will be liable for incurred expenses for the City to cleanup/deal with fire prevention. Cooled ashes should be disposed of in dumpsters, not in park trash cans.
- ONLY food vendors in the Foods of the World (main food court) area may purchase and use electricity provided by Hollywood Lights. No outside generators are allowed in Foods of the World. Food vendors are responsible for making their own arrangements and paying directly for electricity through Hollywood Lights. If you are a food vendor located outside of the Foods of the World area, you are not permitted to purchase electricity.
- Generators must be placed on hard surfaces (concrete, gravel, or plywood).
- Mandatory City of Issaquah Rule: Food vendors who are frying food must install flooring beneath the booth. This prevents grease from splattering onto the pavement and ultimately down the storm drains.
- Food vendors (located outside of the Foods of the World) may use their own generator. All generators must be a pre-approved “Whisper Quiet” generator and be notated on their application.
- Salmon Days is a **green** festival and requires all vendors to use only compostable service ware during the entire festival. Vendors agree to abide by all Salmon Days requirements for recycling and composting in accordance with the CITY OF ISSAQUAH ordinances.
- Food vendors must order directly from and only sell water & soda products from our beverage spawnsor. Any vendor who brings in outside non-spawnsored beverages will result in an immediate expulsion, an automatic one-year suspension, and no refund will be given.

- **STANCHIONS** - All Food Vendors in the food court are required to bring and set up a minimum of eight (8) stanchions and two 50' lengths of rope to Salmon Days.

FOOD VENDOR INSURANCE REQUIREMENTS (due August 31, 2027)

- Food Vendors must provide a Certificate of Insurance and **additional insured endorsement page(s)** evidencing Commercial General Liability insurance and shall cover liability arising from premises, operations, property damage, independent contractors and personal injury and advertising injury, with limits no less than \$1,000,000 combine single limit per occurrence and \$2,000,000 aggregate.
- The GREATER ISSAQUAH CHAMBER OF COMMERCE, its officers, volunteers and agents shall be named as additional insureds on the insurance policy, as respects actions performed by or on behalf of the VENDOR and a copy of the endorsement naming the ISSAQUAH CHAMBER OF COMMERCE as additional insured shall be attached to the original Certificate of Insurance and provided to the Festival office no later than August 31, 2027. The GREATER ISSAQUAH CHAMBER OF COMMERCE reserves the right to request certified copies of any required insurance policies.
- The Vendor shall procure and maintain for the duration of the Salmon Days Festival (including set up and breakdown), insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Vendor, their agents, representatives, employees or subcontractors. Vendor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the GREATER ISSAQUAH CHAMBER OF COMMERCE's recourse to any remedy available at law or in equity.
- Any payment of deductible or self-insured retention shall be the sole responsibility of the Vendor.

Petting Zoo/Live Animals Mandatory Requirements

INSURANCE REQUIREMENTS (due by August 31, 2027)

- Live Animal/Petting Vendors must provide a Certificate of Insurance and **additional insured endorsement page(s)** evidencing Commercial General Liability insurance and shall cover liability arising from premises, operations, property damage, independent contractors and personal injury and advertising injury, with limits no less than \$1,000,000 combine single limit per occurrence and \$2,000,000 aggregate.
- The GREATER ISSAQUAH CHAMBER OF COMMERCE, its officers, volunteers and agents shall be named as additional insureds on the insurance policy, as respects actions performed by or on behalf of the VENDOR and a copy of the endorsement naming the ISSAQUAH CHAMBER OF COMMERCE as additional insured shall be attached to the original Certificate of Insurance and provided to the Festival office no later than August 31, 2027. The GREATER ISSAQUAH CHAMBER OF COMMERCE reserves the right to request certified copies of any required insurance policies.

- The Vendor shall procure and maintain for the duration of the Salmon Days Festival (including set up and breakdown), insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Vendor, their agents, representatives, employees or subcontractors. Vendor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the GREATER ISSAQUAH CHAMBER OF COMMERCE's recourse to any remedy available at law or in equity.
- Any payment of deductible or self-insured retention shall be the sole responsibility of the Vendor.
- Animals must be properly vaccinated
- Hand washing station at the exit of the petting zoo/booth
- Signage posted with regards to the importance of hand washing after animal contact

The GREATER ISSAQUAH CHAMBER OF COMMERCE reserves the right to close any booth not adhering to any of the above regulations and no refund will be given. Other penalties may be imposed such as declination to vendors for future Salmon Days Festivals.

Washington State UBI Number Requirement

Under Washington State law (**RCW 82.32.033**), Salmon Days is required to collect and report the Washington State Unique Business Identifier (UBI) numbers of vendors participating in the Festival to the Washington State Department of Revenue.

All vendors must provide their UBI number as part of the Festival application process. Please have your UBI number readily available when completing your application.

INDEMNITY AND WAIVER

The APPLICANT shall indemnify and hold the GREATER ISSAQUAH CHAMBER OF COMMERCE and its agents, employees, volunteers and/or officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, loss, damages, or costs, of whatsoever kind or nature, brought against the GREATER ISSAQUAH CHAMBER OF COMMERCE arising out of, or in connection with, or incident to, the execution of this Agreement and/or APPLICANT'S performance or failure to perform any aspect of this Agreement; provided, however that if such claims are caused by, or result from, the concurrent negligence of the GREATER ISSAQUAH CHAMBER OF COMMERCE, its agents, employees, volunteers and/or officers, this indemnity provisions shall be valid and enforceable only to the extent of the negligence of the APPLICANT; and provided further, that nothing herein shall require the APPLICANT to hold harmless or defend the GREATER ISSAQUAH CHAMBER OF COMMERCE, its agents, employees, volunteers and/or officers for damages or loss caused by the GREATER ISSAQUAH CHAMBER OF COMMERCE's sole negligence.

The APPLICANT expressly agrees that the indemnification provided herein constitutes the contractor's waiver of immunity under Title 51 R.C.W., for the purposes of this Agreement. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Effective 10/26/26 AL