



# UMATILLA LANDING DAYS 2024

## Vendor Rules and Info

[www.umatillalandingdays.org](http://www.umatillalandingdays.org)

### GENERAL INFORMATION, RULES AND REGULATIONS GOVERNING UMATILLA LANDING DAYS

The rules on this page are hereby made a part of the contract, please make a copy of the contract including this page for your records.

1. All exhibits must in place by 10 am Saturday morning.
2. No exhibits may be dismantled prior to 8 p.m. Saturday.
3. Hours of operation: Friday June 21<sup>st</sup>, 2024 – 4:00 pm until 11:00 pm and Saturday June 22<sup>nd</sup>, 2024 – 11:00 am until 10:00 pm.
4. The exhibitor agrees to indemnify and hold harmless all sponsors and/or show producer, show facility, their officers, employees and agents from any and all claims, causes of action and suits accruing or resulting from any damage, injury or loss to any person or person, including, but not limited to, person to whom the exhibitor may be liable under any Workman's Compensation Law and the exhibitor him or herself and from any loss, damage, cause of goods, wares, or merchandise, caused by, arising out of or in any way connected with the exercise by the exhibitor of the privileges granted herein.
5. It is mutually understood and agreed that no alteration or variation to the terms of this contract shall be made.
6. Exhibitor shall not assign or sublet said space or any part thereof, without written permission and duly signed consent of Umatilla Landing Days Committee.
7. Exhibitor shall, during hours of the festival, have space open to the public and supervised by a competent attendant at all times. If your exhibitor space is closed during this time, the Landing Days Committee or their representatives will not be held accountable for any lost, stolen, or vandalized items during this time. If any Exhibitor fails or refuses to abide by these rules, the Landing Days Committee reserves the right to terminate the agreement and to take possession of the space.
8. Conduct: Exhibitors shall operate strictly within the limits of their assigned space, not in the aisles or emergency access roadway. Exhibitors shall ensure that all employees and commercial-related invitees are clean, orderly, and polite in their conduct and speech.
9. Display Rules: Every exhibitor must respect other exhibitor's space. Every exhibitor is entitled to a reasonable sight-line from the aisle regardless of the size of his/her exhibit. The Umatilla Landing Days Committee shall have the authority to require changes in your booth design should it not comply with display rules. All aisle space belongs to Umatilla Landing Days.
10. No canvassing, solicitation of business or conference in the interest of the business except by exhibiting firms is allowed. Canvassing must be confined to the exhibitor's space and in no case may be extended to any other part of the show, including the aisle.
11. Placing of advertising material on or in automobiles on the Marina grounds is prohibited.
12. The decision of the Umatilla Landing Days Committee must be accepted as final in any disagreement between exhibitors.
13. Cancellation: In the event the exhibitor cancels its exhibit or defaults under any terms of this agreement at any time prior to the start of Umatilla Landing Days, the Umatilla Landing Days Committee shall retain half of the booth price as liquidated damages.
14. Public Address: Public address systems and other sound amplifications are not permitted.
15. Care of space: Exhibitors must have at least one person in attendance at their exhibit during the hours open, and must care for and keep in good order the space occupied by them, taking every precaution against possible injury to visitors, guests or employees.
16. Food vendors must provide their own trash receptacles and empty trash cans into the dumpster as needed.
17. Restrictions: The Umatilla Landing Days Committee reserves the right to refuse exhibitors which would in any way detract from the dignity of Landing Days, and to refuse space when deemed unsuitable by the Committee for any reason including. The Umatilla Landing Days Committee reserves the right to restrict or remove exhibits, without refund that have been falsely entered or objectionable. This restriction applies, but is not limited to, conduct or anything of a character that might be deemed objectionable to Landing Days.
18. Children of exhibitors are the responsibility of vendors and will not be permitted to run freely amongst other vendors' space or the marina.
19. Liability: The exhibitor is entirely responsible for the leased space and shall not injure, mar, or deface the premises. The exhibitor shall not drive, nor permit to be driven, any pins, nails, tacks or screws in any part of the marina without permission from the Umatilla Landing Days Committee.
20. Rights of the Umatilla Landing Days Committee in the event Landing Days is not held: the Committee shall not be liable for any damage or expense incurred by exhibitors in the event Landing Days is delayed, interrupted or not held as scheduled; and for any reason beyond the control of the Committee, the show is not held, the Committee will retain 50 percent of the amount paid by exhibitors.



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21. Compliance with laws and regulations: The Exhibitor agrees to comply with all applicable laws, regulations, and permits related to their participation in the event, including but not limited to health and safety regulations, food handling requirements, and any other applicable laws or regulations within the state of Oregon.
22. All generators must be identified as "quiet generators" & extension cords and other devices must be safely installed & operated.
23. **All vendors will be expected to park in vendor designated parking during the event. No vendor vehicles will be allowed to enter the festival space during hours of operation.**

# Food Vendors

The rules on this page are hereby made a part of the contract, please make a copy of the contract including this page for your records.

1. All food trucks/vehicles/trailers must be set up between 10am-2pm on Friday, June 21, 2024.
2. No trucks/vehicles/trailers may be dismantled prior to 10:30pm on Saturday, June 22, 2024.
3. Hours of Operation are Friday, June 21, 2024 from 5pm-11pm and Saturday, June 22 from 11am – 10:30pm.
4. Vendor applications will be taken from January 18, 2024 until May 10, 2024. At that time, the Umatilla Landing Days committee will choose 10 vendors to participate in Landing Days 2024. The decision will be made based on the variety of applicants to reduce menu overlap. All potential food vendors will be notified no later than May 17, 2024 as to the status of their application.
5. All chosen food vendors must submit a food service license and Certificate of Liability Insurance with Umatilla Landing Days as the Certificate Holder by June 7, 2024.
6. A refundable deposit of \$150.00 is required at the time of application submission. If chosen to vend at Landing Days, 10% of the vendor's overall sales will be collected by the City of Umatilla for vending fees. Spot sales checks throughout the event will take place. The 10% of overall sales less the \$150.00 deposit will be invoiced to the vendor after the event. We have a zero tolerance policy for not accurately tracking sales. Any vendor caught abusing this policy will not be allowed back into any future City of Umatilla events.
7. The exhibitor agrees to indemnify and hold harmless all sponsors and/or show producer, show facility, their officers, employees and agents from any and all claims, causes of action and suits occurring or resulting from any damage, injury or loss to any person or persons, including, but not limited to whom the exhibitor may be liable under any Workman's Compensation Law and the exhibitor him or herself and from any loss, damage, cause of goods, wares, or merchandise, caused by, arising out of or in any way connected with the exercise by the exhibitor of the privileges granted herein.
8. It is mutually understood and agreed that no alteration or variation to the terms of this contract shall be made.
9. Vendors shall not assign or sublet said space or any part thereof without written permission and duly signed consent of Umatilla Landing Days committee.
10. Vendor shall, during hours of the festival, have space open to the public and be supervised by a competent attendant at all times. If any Vendor fails or refuses to abide by these rules, the Landing Days Committee reserves the right to terminate the agreement and to take possession of the space.
11. Conduct – Vendors shall operate strictly within the limits of their assigned space, not in the aisles or emergency access roadway. Vendors shall ensure all employees and commercial-related invitees are clean, orderly, and polite in their conduct and speech.
12. Display Rules – Every vendor must respect other vendor's space. Every vendor is entitled to a reasonable sightline from the aisle regardless of the size of the truck/vehicle/trailer. All aisle space belongs to Umatilla Landing Days.
13. No canvassing, solicitation of business or conference in the interest of the business except by exhibiting firms is allowed. Canvassing must be confined to the confined to the vendor's space and in no case may be extended to any other part of the show, including the aisle.
14. Placing advertising material on or in automobiles on the Umatilla Marina & RV parks grounds is strictly prohibited.
15. The decision of the Umatilla Landing Days committee must be accepted as final in any disagreement between vendors.
16. Cancellation – In the event an approved food vendor cancels or defaults under any terms of this agreement at any time prior to the start of Umatilla Landing Days, the Committee shall retain half of the deposit before May 31, 2024. If the approved food vendor cancels or defaults June 1, 2024 or after, the Committee shall keep the full deposit.
17. Public Address – Public address systems and other sound amplifications are not permitted.



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18. Food Vendors must provide receptacles for their own trash and dispose in city provided dumpsters as needed. No trash may accumulate outside of the truck/vehicle/trailer.
19. Food Vendors must provide an adequate power source/hook ups for their truck/vehicle/trailer.
20. Restrictions – The Umatilla Landing Days Committee reserves the right to refuse vendors which would in any way detract from the dignity of Landing Days. The Umatilla Landing Days Committee reserves the right to restrict or remove vendors, without refund that have been falsely entered or are objectionable. This restriction applies, but is not limited to, conduct or anything of a character that might be deemed objectionable.
  
21. Children of vendors are the responsibility of the vendors and will not be permitted to run freely amongst other vendors' space or the marina.
22. Liability – The food vendor is entirely responsible for the leased space and shall not injure, mar, or deface the premises. They shall not pin, tack, or drive any nails, screws, or any other fasteners into any part of the marina without permission from the Umatilla Landing Days Committee.
23. Compliance – The vendor agrees to comply with all applicable laws, regulations, and permits related to their participation in the event, including but not limited to health and safety regulations, food handling requirements, and any other applicable laws or regulations within the state of Oregon.
24. All generators must be identified as “quiet generators” and extension cords and other devices must be safely installed and operated.
25. All vendors will be expected to park in vendor designated parking during the event. No vendor vehicles will be allowed to enter the festival space during hours of operation.
26. Ice will be available for purchase onsite through the City of Umatilla during festival hours.
27. Secured dry storage will be available onsite through the City of Umatilla available Friday, June 21 at 10am through Monday, June 24 at 6pm. Please let us know your anticipated needs on your application.