

2022 CAMAS DAYS
 Friday, July 22nd & Saturday, July 23rd

FOOD BOOTH CONTRACT/APPLICATION

New Regulation Vendors cannot pull onto 4th avenue on Saturday night to breakdown due to the Wine & Microbrew Street taking place for Pedestrian Safety concerns from the City of Camas.

Official Use Only	
RCVD:	_____
PYMT:	_____
CH#:	_____
TYPE:	_____
SPCE:	_____
ADTL:	_____

BUSINESS NAME: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

CITY: _____ **STATE:** ____ **ZIP:** _____

PHONE: _____ **EMAIL:** _____

NUMBER OF YEARS IN CAMAS DAYS: _____

(The CW Chamber reserves the right to deny any vendor for any reason)

DETAILED DESCRIPTION OF FOOD/DRINK TO BE SOLD:

Only items on this list will be allowed to be sold. Use back of page if more space is needed.

1	6
2	7
3	8
4	9
5	10

All applications must be accompanied by a recent photo of booth and items to be sold at our event.

ITEM	DESCRIPTION	COST
Type of Vendor Standard 10x15 Space	Food Vendor	\$255.00
Extra Footage - \$10.00 per ft	If over 15 feet wide Additional Feet -	
Total Booth Space requested	10x	
	TOTAL DUE	

Price includes electricity and water

****110 electricity provided****

***Insurance & Food handlers permit required before 7/18/22**

I have read the Camas Days booth regulations and agree to abide by all regulations knowing that failure to do so may result in my being asked to withdraw from Camas Days this year and in the future. I agree to have streets cleared by 9:00am and keep my booth open from 10:00am to 8:00pm on Friday, July 22nd & Saturday, July 23rd. I agree to indemnify and HOLD HARMLESS the Camas-Washougal Chamber of Commerce and the City of Camas, its officers, employees, volunteers sponsors and agents from any and all claims arising by reason of accident, injury or death caused by persons or property of any kind arising out of, in connection with, or incident to the Camas Days Event, except caused by the sole negligence of the CW Chamber or City of Camas.

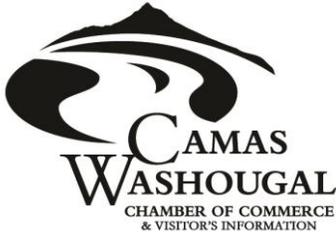
MAIL PHOTO, PAYMENT & APPLICATION TO:

<p>C-W Chamber of Commerce PO BOX 919 Camas, WA 98607 PHONE: (360) 834-2472</p>
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 Signature of Applicant

Car Info: Make _____ **Model** _____ **Lic #** _____
 List car present at event, so we can contact you if any parking enforcement issues occur

*To complete this application you must also submit the signed Code of Conduct form [page 2] and completed insurance binder, see page 6



Camas Washougal Chamber of Commerce
Camas Days July 22nd & 23rd, 2022

Code of Conduct

Please review and sign the **Code of Conduct** BEFORE participating in the 2022 Camas Days event, as operated by the Camas-Washougal Chamber, referred to below as CW Chamber. We thank you for participating in Camas Days, the largest festival in East Clark County.

1. Vendor Practices

1. Vendors will adhere to the hours of operation for the Camas Days event and only set up (after 6pm on Thursday, or before 8am on Friday) and tear down (after 8pm on Saturday, (**no car access on 4th avenue**) within the authorized times as described in the Vendor Application. Early tear down is in violation of the Code of Conduct.
2. Vendors will only sell in their designated areas and not “roam” the event.
3. Vendors will only sell the items detailed on the vendor application, which has been approved by the Chamber.
4. Vendors will create clear signage and pricing for items in the booth, there will be no hocking of goods, loud speakers or shouting from your booth area.
5. Vendors will display a cooperative and positive attitude by working well with CW Chamber employees and other Vendors, and will be easy to do business with.
6. Vendors will not sell sexually suggestive or lewd items. No drug paraphernalia or alcohol and tobacco related items.
7. Vendors will understand that placement of their booth in Camas Days is not negotiable and up to the discretion of the CW Chamber.
8. Vendors must at all times comply with all applicable federal, state and local laws, regulations and ordinances. Obtain all required health permits and insurance as required in the vendor application.
9. Vendors will disclose the Code of Conduct to all employees within their booth and are responsible for all employees meeting the Code of Conduct.
10. Vendors shall immediately report any improper or unethical conduct by other vendors, event volunteers, or CW Chamber employees to CW Chamber of Commerce office.

2. Complaints

1. To issue a complaint request a “Camas Days Event Log” from the office and send it to 422 NE 4th Avenue, Camas, WA 98607.
2. If any complaint is issued about a Vendor, that vendor will be notified in the mail with a photocopy of the “Camas Days Event Log.” The complaint will be kept on file and be taken into consideration for future events.
3. The general public, Camas Days volunteers, vendors, and CW chamber employees have the right to log complaints, suggestions or compliments via the “Camas Days Event Log.”
4. To refute a complaint please submit a typed letter, no later than 30 days after receiving the Camas Days Event Log.

Every Vendor must comply with the above Code of Conduct as a condition of doing business with CW Chamber. Vendors are expected to self-monitor their compliance with this Code of Conduct. A Vendor’s failure to comply with these policies may be sufficient cause for CW Chamber to exercise its right terminate its business relationship with that Vendor.

CW Chamber is deeply committed to conducting business according to the highest standards of honesty, ethics and integrity. By requiring adherence to the letter and spirit of this Code of Conduct, CW Chamber hopes to instill those same values in its Vendors, and foster strong, long-term, and mutually beneficial relationships

I, _____ agree to the above code of conduct and acknowledge that violation may result in my termination from the Camas Days event.

Print Name: _____ Date: _____

Booth Name: _____

2022 CAMAS DAYS – “Experience the Magic of Camas”

Friday, July 22nd & Saturday, July 23rd, 2022

- **BUSINESS HOURS:** All vendors must be open from **10a.m. until 8p.m. Friday and Saturday**. Violators will not be allowed in next years event. You may remain open later. Tear down may begin **after 8:30 p.m.** Saturday. All booths must be removed Saturday evening.
- **SET UP TIMES:**

	FOOD VENDORS	THURSDAY, JULY 21st after 6pm
		FRIDAY, JULY 22nd 7am- 8am

All vendors **must be in place** by Friday, July 22nd at 9:00 a.m. Vendor locations will be reassigned if not in place at this time without prior approval of C-W Chamber.
- **BOOTH LOCATIONS:** A street map showing the location of your booth will be posted on the Chamber office window (422 NE 4th Ave) on Tuesday, July 19th after 5pm. **There is a special “Food Court” map in addition to a vendor map.** Placements are the sole decision of the C-W Chamber. You must come to the Chamber office to find your location.
- **BOOTH CONSTRUCTION:** You must supply your own covered booth, the Chamber will provide you with the reserved space on the street. Covering must be fire resistant. No colored tarps allowed. Pop up canopies are acceptable. Wooden structures must be painted. If planning on selling from a trailer, you must receive **pre-approval**.

The Chamber reserves the right to stop the sale of any item deemed inappropriate.
- **LIABILITY:** The City of Camas and C-W Chamber of Commerce are not liable for theft or damage due to vendors leaving goods in booths overnight. Vendors do so at your own risk!
- **STREET CLOSURE:** Streets will be closed to vehicles from 9:00 a.m. - 9:00 p.m. Supplies must be hand trucked to your booth between these hours. Vendors are not allowed to pull onto fourth Avenue on Saturday to position their vehicle to breakdown. ****Violators will be cited by Camas Police****
- **LIMITED PARKING:** Parking in downtown is limited--be prepared to walk a few blocks to your vehicle. The best location for parking is 3rd Avenue. Handicap parking spots are available on city streets. The Chamber is not responsible for reserved parking.
- **SALES TAX:** Washington Dept. of Revenue requires all vendors to collect and report 8.4% sales tax. For a temporary sales tax number call the Dept. of Revenue (360/260-6176) or write PO Box 1648, Vancouver WA 98668.
- **FEES:** Payment & Photo must accompany booth contract. Please make check payable to C-W Chamber of Commerce. Return to PO Box 919, Camas WA 98607. **No refunds after June 3rd, 2022.**
- **CAMAS DAYS ACCEPTANCE:** Please submit a photograph of your booth set-up with your application. If you are denied based on your menu, you can inquire about adjusting/altering your menu. New vendors cannot duplicate existing items within the food court. Seniority is given to returning, successful vendors, but the **CW Chamber has the right to deny any application for any reason.** Due to Health Department regulations concerning gray water and fresh water sources all prepared food must be on Birch Street only, between 3rd and 4th Avenue.
- **REMOVAL CLAUSE:** Should any vendor at any time behave in a manner which is hazardous or offensive to the public or other vendors, that vendor may be asked to vacate the premises and remove said vendor’s property. Upon failure to vacate, the Camas Days event staff is authorized to remove all property of said vendor at the vendor’s expense. The Camas-Washougal Chamber of Commerce is relieved and discharged of any and all loss occasioned by such removal and shall not be responsible for storage or safekeeping of property so removed.

2022 CAMAS DAYS

INFORMATION FOR FOOD VENDORS

Friday, July 22nd & Saturday, July 23rd, 2022

Food Court will be located on Birch Street between 3rd & 4th Avenue.

1. Indicate exact measurements of food booth on your contract! Be sure to include **trailer tongue** in these measurements. Please note if trailer opens on right or left side. **A trailer tongue wheel is required!**
2. Temporary electrical boxes are 110 power. Each vendor is limited to two plug-ins in order to assure uninterrupted power. **Two 220 outlets will be available upon request for the first two paid applicants.**
3. Food vendors must use 14/3 or heavier electrical cords. (Electrical cords to be provided by vendors)
4. Please submit a detailed menu with your booth contract. **The Chamber reserves the right to stop any vendor from selling items not listed on their contract.**
5. Food vendors must supply containers for grease. Grease must be removed from the site daily; **it is not to be dumped into gutters or dumpsters.**
6. **Food vendors are required to keep area around booth clean and free of all debris.**
****You must clean up the area around your booth each morning.****
7. Food vendors must obtain and post a temporary food sales permit (360/397-8001). Vendors must also have at least one person on duty with a current Health Card(360/397-8428). These permits are available at the SW Washington Health Dept, 1601 E 4th Plain - Vancouver, WA 98661 (360/397-8001). Health Dept will inspect your booth for compliance.
8. By law, food vendors must have a working fire extinguisher in the booth. Minimum size is 2-A 10BC. Camas Fire Marshal will inspect for compliance.
9. If vendor's operation is in a trailer and produce grease laden vapors, then a metal hood with an approved fire extinguishing system is required. Vendors with deep fryers need 3-A 40BC
10. **ALL VEHICLES MUST BE OFF BIRCH STREET FROM 9:30a.m. to 9:00p.m. DAILY.** Supplies will have to be hand trucked to your booth during these hours. ****Violators will be cited by Camas Police****
11. Food vendors are required to provide a **certificate of comprehensive general liability insurance** (see attached "Insurance Requirements"). Payment for vendor space and a current copy of certificate of insurance must accompany Camas Days application.

The Chamber will notify food vendor applicants by JULY 1st if application has or has not been accepted.

**** KEEP THIS INFORMATION SHEET ****

2022 CAMAS DAYS

Camas Fire Marshall participant requirements

1. Minimum size Fire Extinguisher for all food vendors shall be 2-A 10-BC. This includes vendors not located in the main food areas that are using any appliance to heat, cook or BBQ food items.
2. Minimum size Fire Extinguisher for food vendors that have deep fat fryers shall be 3-A 40-BC
3. All extinguishers are required to be inspected yearly and shall have a current inspection with a current inspection tag by a certified company or a purchase receipt showing the extinguisher is less than one year old. No other tagging or inspections will be accepted.
4. Fire extinguishers shall be out of the box and easily accessible.
5. Smoking is prohibited in all temporary membrane structures (pop up tents, canopies etc.)
- 6. Sidewalks shall remain clear and not used as storage areas.**
7. Tarps, Tents, ropes, temporary structures etc. shall not be attached to buildings.
8. All food vendors shall have a clear uncluttered path/Exit out of their temporary structure.
9. Portable LP-gas containers shall be secured to protect from tip over.
10. No full or empty LP tanks shall be stored onsite. Any tanks onsite shall be in use for cooking.
11. Any temporary membrane structure over 200 square feet shall be tagged as flame-retardant with a permanently affixed label.
12. All food vendors shall maintain good housekeeping IE: prompt removal of combustible waste materials such as cardboard, paper etc.
13. Power cords shall be secured so that they will not be a trip hazard while exiting from temporary structures or traveling on sidewalks/streets and shall comply with State L&I Inspector requirements.

The Fire Marshal's office will do onsite inspections on opening morning and throughout the weekend event. Your complying with the above items will help ensure a safe and successful event for everyone.

Randy Miller
Deputy Fire Marshal

City of Camas Fire Marshal's Office
PH- (360) 834-6191 Ext. 4584
Fax- (360) 834-8866
rmiller@ci.camass.wa.us

"FIRE SPRINKLERS SAVE LIVES"

Mailing Address
Camas Fire Department
616 NE 4th Avenue, Ste. 1
Camas WA 98607

Office Address
4321 NW Parker St.
Camas 98607

2022 CAMAS DAYS

Insurance Requirements

All food vendors are required to maintain Commercial General Liability and Worker Compensation (if applicable) and provide acceptable evidence of such coverage to the C-W Chamber of Commerce prior to Camas Days. The following is the minimum acceptable coverage:

Form	Commercial General Liability Occurrence Form	
Limits	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products & Completed Operations Aggregate	\$2,000,000
	Maximum Deductible	\$500 per occurrence
	(Use of an Umbrella or Excess form to reach these limits is acceptable)	
Carrier	Must be rated A- or better by AM Best	
Additional Insured	Camas Washougal Chamber must be named as an Additional Insured as respects Premises Leased from the Named Insured.	

The correct address is:

Camas-Washougal Chamber of Commerce
P.O. Box 919
Camas, WA 98607

Worker Compensation Must provide a Certificate of Insurance (OR) or Letter of Compliance (WA) if you have employees or any person other than immediate family who will receive any compensation for their work.

Other You are not required to insure your own property, but be aware the Camas-Washougal Chamber is not responsible for loss to your property or person by any cause and provides no insurance coverages of benefit to you.

These specifications are the minimums established by the C-W Chamber but may not be adequate for your own needs.

Your Insurance Agent will be able to issue the appropriate Certificate of Insurance based on these specifications. If you are a Washington-based business, you will need to contact the Washington Dept. of Labor & Industries (360) 902-4762 for a "Letter of Compliance".