

## 2016 Portland Hempstalk Vendor Information

**We're looking for diverse, environmentally friendly, maybe organic/healthy, fun, and experienced vendors to add to our great event.**

Vending space is sold by contacting a Hempstalk representative by phone or email and reserving your presence. To reserve, please email our Vendor Coordinator, at (vendor at hempstalk.org) to begin the process. On our website, you can view which spaces are available and which spaces are sold.

**Booth spaces are \$600 (\*Sponsor \$1000), Food Booth spaces are \$2000, Blanket Vending is \$200 & Non-Profit Booth spaces are \$100.** A deposit of 50% will secure your booth reservation with the balance to be paid prior to set up. Due to a massive amount of inquiries and limited space involved, we now have a "committee jury" to finalize the remaining food spots. Please let us know by calling or emailing us that you are interested in food vending with us this year. We will let food vendors know by July 10th, two months ahead of time to give plenty of time to plan.

**We can not allow you to vend without meeting these requirements.**

You are responsible for providing a 12x12 canopy (food Vendors 20x20), tables and other necessary supplies for your booth. (Please be aware that this years site is almost entirely grass/dirt. This requires adapting booth erection - **no stakes** allowed in Portland city parks). You are also responsible for maintaining the space in and around your booth. Please be respectful. If you put it down, pick it up, and if you pack it in, pack it out.

Blanket vendors (10x10 Max.) are not allowed to vend in the inner circle, but may set up anywhere else within the park limits.

The event will begin at 10:00 a.m. all weekend long. We ask that vendors be open from 10:00 a.m. through 10:00 p.m. both days. Load-in will take place on Friday afternoon/evening, and Saturday and Sunday before 9:00 a.m.

All vehicles must be off the site by 9:00 a.m. Saturday and Sunday.

Hempstalk reserves the right to refuse any application and to withdraw acceptance of any application under which circumstances vendor's booth fees will be refunded in full by September 18. Hempstalk can not refund vendor payment after September 18<sup>th</sup>. Hempstalk reserves the right to restrict or prohibit any activities determined by the Hempstalk Staff to interfere with public access and/or event programming, or which will reflect poorly on the overall event.

*Thanks for considering Hempstalk.*

V. 5/20/16