



Dear Coconut Festival Vendor,

This application form PDF contains important information related to all vendors, both Craft and Food, as well as the terms and conditions for the 13th annual Coconut Festival, to be held this October 3 and 4, 2009.

This Festival has been and continues to be a successful island event that attracts both visitors and local people in large numbers to the Coconut Coast. In trying times such as these, the Kapa'a Business Association is proud to be able to bring this event to you once more, without an increase over last years vendor fees.

The Festival provides vendors with a two day event to showcase their skills and products to a wide segment of our island population as well as the many visitors to our beautiful island. Our oceanside setting along Kuhio Highway in historic Kapa'a makes the Festival a very visible and attractive event. Come join us as we celebrate our colorful island history and Aloha Spirit.

We would like to thank the Kauai County Council for their support, as well as the Board of Directors of the Kapa'a Business Association, and all the volunteers who work hard to make this Festival the continually successful event it has become. There are too many people to name individual, but without their help and support, we could not bring this Festival to you every year.

Aloha and Mahalo,

Joe Adorno, Coconut Festival Vendor Coordinator  
Kapa'a Business Association Director  
Phone: 808-822-5056

Jodi Hashimoto-Omo  
Coconut Festival Vendor Committee

**Please Note;**

When you have completed this form, you should mail it with your full payment to the following address:

Kapa'a Business Association  
Attention: Joe Adorno  
P.O. Box 1480  
Kapa'a, HI 96746



# CRAFT BOOTH APPLICATION FORM

Please Use All Capitals For Legibility

Name:	
Email address:	
Company name:	
Mailing Address:	
City, State, Zip:	
Contact Phone #:	
Fax #:	
Credit Card #:	
Card ID Code:#	
Card Type & Exp. Date:	Visa - Mastercard - American Express /
Name on Card:	
Billing address:	
City, State, Zip:	
Contact Phone:	
___ Booth Spaces of:	Certified Kauai Made™ each at \$160 = Total \$ ___
___ Booth Spaces of:	Other Product lines each at \$180 = Total \$ ___
<b>KBA Member Dues.</b>	<b>NOTE:</b> Members of KBA who have paid a full year's dues prior to the event, or at the event, receive priority placement and booth discounts (except food booths).
\$75 Associate Member	Pay Member Dues & save 25% of Booth Fee \$ ___
\$150 Regular Member	Pay Member Dues & save 50% of Booth Fee \$ ___
\$500 Business Member	Pay Member Dues & save 100% of Booth Fee \$0.00
<b>Advertising.</b>	
# of ads:	Printed Program 1/4 page X \$156 = Total \$ ___
# of ads:	Printed Program 1/2 page X \$250 = Total \$ ___
# of ads:	KBA Web Site Ad X \$156 = Total \$ ___
<b>Final TOTAL amount:</b>	<b>TOTAL DUE WITH APPLICATION:</b> = Total \$ ___
<b>Applicant Signature:</b> (And Date Signed:)	_____
<b>AGREEMENT:</b>	I certify that I have read and agree with the terms and conditions as stated in this Application Form.
<b>Detail list of products to be sold Use separate page if needed.</b>	
ITEM Name.	Material and Description.

### SPACE INFORMATION:

Covered booths are approximately 8 x 10 with one 8' table, no chairs will be provided, but you may bring your own. Vendors must limit their products and displays to their assigned space. Be considerate of your neighbors. Festival hours are 9:00 - 5:00 October 3, and 10:00 - 4:00 October 4. Booth set up begins at 7:00 a.m. Sat., October 3, NO EARLIER. Booth must be broken down by sunset on Sunday, October 4.

### ADVERTISING PROGRAM TERMS

27,000 multi-page tabloid programs will be printed and distributed through the Garden Isle News and the Wednesday Shopper as well as on site to all attendees. Advertisers are responsible for sending camera ready art to: info@kbakauai.org. The deadline to receive the camera ready ad is August 15, 2009. Ad dimensions are: Full-color, no bleeds, 1/4 page: 3.5 inches across x 2 inches down, or 1/2 page 3.5 inches across x 4 inches down. Advertising links on the Coconut Festival web site must include a company name, logo and 30 character description of company or products. Ads must link to sites directly related to the products of services being sold or promoted by the applicant at the Coconut Festival. KBA reserves the right to refuse to place advertisements for any reason. Website ads must be complete, and supplied in pdf or jpeg form, final size & 72dpi.

### GENERAL TERMS AND CONDITIONS (Please read carefully):

Booth assignments are at the complete discretion of the Kapaa Business Association (KBA). Preference will be given to vendors that:

**1)** are members of KBA, **2)** offer coconut specific products, **3)** are certified Kauai Made Vendors, **4)** offer hand-made products and **5)** uniqueness of products. Prior participation in the Festival does not guarantee future acceptance as a current year vendor. Applications for multiple booth spaces must be received with your application by September 15. Applicants will be notified by September 20 of their acceptance and booth space assignments. Booth fees must be paid with the application. Receipt of payment by KBA does not confirm space. Applications and all fees must be received and paid by September 15 prior to the Festival. Failure to pay in full by September 15 will exclude the Applicant from the event. Applicant fees are non-refundable except for those vendors whose applications are not accepted.

**NEW:** All vendors must complete the supplied Gift Certificate which provides a \$15 gift certificate to be used as a prize during the Festival. Vendor's donation will be announced at the time of awarding the prize. Gift Certificate form is below and must be submitted with payment of fees.

**IMPORTANT:** All Applicants must include at least one product made from, or in the likeness of coconut or palm at their table. Registrant vehicles will not be allowed into the park festival area after 8:30 am on Saturday, Oct. 3, and Sunday, Oct. 4, 2009. KBA, its officers, agents and sponsors are not responsible of any product or property left overnight. Registrant must remain open during the entirety of festival hours. No early break downs. Registrants and their agents are expected to conduct themselves in a professional manner, abide by the rules of the festival and exhibit the spirit of aloha. The Coconut Festival is a Drug, Tobacco and Alcohol-Free event. Consumption of illegal drugs, alcohol or tobacco at the festival is strictly prohibited. Registrants with pre-packaged food, must provide a copy of their certification from the State Department of Health to KBA and display it at their booths. KBA, its directors, or agents has the right to determine what goods or services may be sold by a Registrant, without liability to its directors, agents or sponsors. KBA, its directors, or agents has the right to exclude a Registrant from participation in the Festival, for any reason, without liability to its directors, agents or sponsors. Registrant in consideration of participation in the Coconut Festival sponsored by KBA, individually, jointly and in any representative or legal capacity, on behalf of Registrant, Registrant's heirs, executors, and/or administrators, does hereby waive, release, discharge and agree to hold harmless and indemnify KBA, its officers, agents and sponsors from liability or loss of any claim for death, injury, or damage to property resulting directly or indirectly from the Registrants participation in the Festival.



# FOOD BOOTH APPLICATION FORM

Please Use All Capitals For Legibility

Name:	
Email address:	
Company name:	
Mailing Address:	
City, State, Zip:	
Contact Phone #:	
Fax #:	
Credit Card #:	
Card ID Code:#	
Card Type & Exp. Date:	Visa - Mastercard - American Express /
Name on Card:	
Billing address:	
City, State, Zip:	
Contact Phone:	
_____ Booth Spaces of:	Food Booth each at \$425 = Total \$_____
Electrical Charge:	Add \$25 = Total \$_____
<b>KBA Member Dues.</b>	
\$75 Associate Member	Pay Member Dues \$_____
\$150 Regular Member	Pay Member Dues \$_____
\$500 Business Member	Pay Member Dues \$_____
<b>Advertising.</b>	
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<b>AGREEMENT:</b>	I certify that I have read and agree with the terms and conditions as stated in this Application Form. _____
<b>Detail list of products to be sold Use separate page if needed.</b>	
Food Name.	Price and Description.

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**Dear Kauai Food Vendor,**

This letter contains important information related to food vendor booth terms and conditions for the 13th annual Coconut Festival, to be held on October 3 and 4, 2009.

***PLEASE READ CAREFULLY BEFORE SUBMITTING THIS BOOTH APPLICATION FORM, AND NOTE THAT OUR COMMITMENT IS TO 'BE GREEN'***

The KBA Board and volunteers have been inspired by our community's desire to reduce the carbon footprint historically left behind by our local events. As responsible business owners on the Garden Island, we are requiring all of our participating food vendors and event attendees to kokua by sharing and practicing basic environmentally sound guidelines while enjoying this event. The Zero Waste Kauai organization will be organizing training for all food vendors prior to the event and will be on site at the event and is available in advance for questions and support in planning. <http://zerowastekauai.org/>

Zero Waste Kauai will be coordinating the resource stream diversion at the Coconut Festival and it is our goal to have as little true waste as possible. Using biodegradable and compostable products contributes to diverting garbage from the landfill. The biodegradables will be collected and delivered to Kauai Nursery and Landscaping and composted.

When planning for your participation in the Coconut Festival, we require that you follow the guidelines on the following page. There are also some suggestions that will help you plan for a "Green" event.

Jennifer Sifuentes, of Aloha, We Deliver, has a price sheet available on the website - [www.alohawedeliver.com/Pricesheet.pdf](http://www.alohawedeliver.com/Pricesheet.pdf) Any orders should be submitted by 9/1/09. Jennifer can help provide you with serving and other products that meet our waste reduction goals. This company, as well as some others on Kauai, distributes biodegradable products, and offers sustainable alternatives to Styrofoam and plastics. Aloha We Deliver can be reached by email at: [fast@alohawedeliver.com](mailto:fast@alohawedeliver.com) or by phone at 808-631-9138.

### ***FESTIVAL GUIDELINES FOR FOOD VENDORS***

#### **Unacceptable Products:**

- Styrofoam cups and plates are not a biodegradable
- Coated plates and bowls, if your paper plate has a shiny coating on it – it is covered in a petroleum-based wax
- Plastics that aren't recyclable, on Kauai we can ONLY recycle 1's and 2's
- Plastic Bags of any kind.

#### **Acceptable Alternatives:**

(Available through a number of companies, such as: Aloha We Deliver)

- Cups and cutlery that are PLA, also known as Bioplastics – made from Corn and are biodegradable!
- Bagasse products – made from Sugar Cane and are biodegradable!
- Bagasse plates and bowls and some Chinet products available from other sources on island are also biodegradable, but be sure there is no coating
- BioBags made from GMO-free cornstarch

Any remaining food or waste is to be removed by each vendor. Used cooking oil should be disposed of in designated barrels. Green wastes (fronds or other plant materials), recyclable ice bags and broken down cardboard should be stacked at the rear of the booth to be picked up.

The Kapa'a Business Association thanks you in advance for your participation and support, and looks forward to working with you in the upcoming months. Please do not hesitate to contact us with questions about how we can work together to make this event a success.

Aloha and Mahalo,

Joe Adorno, - Coconut Festival Vendor Coordinator.  
KBA Director (822 5056)

or

Jodi Hashimoto-Omo - Coconut Festival Vendor Committee



2009 COCONUT FESTIVAL  
GIFT CERTIFICATE

From:

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In the amount of

\$15

Authorizing Signature:

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Valid during the 2009 Coconut Festival only