

LA HOIHOI EA

Sovereignty Restoration Day

VENDOR & PARTICIPANT AGREEMENT FORM

Thomas Square

Application Deadline: July 15, 2022

July 31, 2022, 11:00 a.m. – 6:30 p.m.

CONTACT NAME: _____

CLUB/ORGANIZATION: _____

E-MAIL: _____ PHONE: _____

ADDRESS: _____

VENDOR TYPE: (Fee collected at the Festival)

- Non-Profit Organization - \$50
- Cultural Practitioner - \$50
- Product Vendor - \$100
- Food Vendor - \$100

ITEM BEING EXHIBITED OR DEMONSTRATED:

CONDITIONS OF PARTICIPATION:

1. HOURS OF OPERATION: La Hoihoi Ea hours are 11:00 a.m. until 6:30 p.m. Registration and set up lasts from 8:00 a.m. until 10:00 a.m. Location of tent will be assigned on a first come, first served basis at the discretion of the event organizers as directed upon registration on the day of the event. The celebration officially begins at 11:00 a.m., however, food, cultural demonstrations and exhibits may begin earlier. Area must be completely cleared and cleaned by 8:00 p.m. **Vendors must be prepared to remove their own trash (i.e., empty boxes, etc.)**

(Initial)

2. FEES: Fees cover the one day festival and will be collected on the day of the Festival. The fee will help to defray event costs and sustain future KLHE celebrations. If you are able, extra donations of money, services, or merchandise are warmly welcomed to support this celebration and its growth. **Insurance Coverage is offered for an additional fee of \$45 for non-food vendors. Food vendors must provide their own insurance.**

Non-Profit Vendor: \$50
Cultural Practitioner: \$50
Product Vendor: \$100
Food Vendor: \$100

3. FLAG CEREMONY: All vendors and guests at Thomas Square will be asked to join the blessing and flag ceremony at the main flagpole at 12:00 noon to begin the day collectively. Please be prepared to secure your tent during this time.

4. **TENT, TABLES, AND CHAIRS:** Exhibitor, cultural practitioner, or food vendor will provide own 10' x 10' tent, tables, and chairs. **ABSOLUTELY NO PINS OR SPIKING ARE ALLOWED** on the grounds. **ALL TENTS MUST BE WEIGHTED DOWN WITH AT LEAST TWO 40 POUND OR GREATER WEIGHTS.** Vendors **must** bring their own water barrels, sandbags or cinder blocks to anchor their tents. (One 5 gallon bucket is 40 pounds. We will provide a hose to fill water.) All tents must be located away from the central Hawaiian Flag and the main stage.

5. **PARKING PASSES:** Parking is limited so please arrive early. Sunday is free street parking.

6. **DELIVERY OF SUPPLIES AND EQUIPMENT:** Driving or parking on the Thomas Square is prohibited. Please plan accordingly in the delivery of supplies and equipment. Cars will be allowed to drive and unload along Victoria Street and King Street. Vendors are prohibited from driving their vehicles on the grass/grounds.

7. **INSURANCE:**

- Organizations, Merchandise Vendors and **Food Vendors are required to provide Insurance. Please check one below.

I have my own insurance and will provide:

Certificate of Insurance for July 31, 2022 in the amount of \$1,000,000. The Certificate of insurance should list the following as Additional Insured: The City and County of Honolulu, La Hoihoi Ea Honolulu, and Hui Aloha 'Āina Momona as an additional insured.

City and County of Honolulu
550 South King Street
Honolulu, HI 96813

Hui Aloha Aina Momona
47-540 Ahuimanu Road
Kaneohe, HI 96744
(808) 542-1326

La Hoihoi Ea Honolulu
2924 Alphonse Place
Honolulu, Hawaii 96816

I do not have insurance and would like to be covered by Hui Aloha 'Āina Momona event insurance. (someone will contact you)

- ****In addition to their own insurance, Food Vendors are also required to provide:**

- **Temporary Health Permit** from the Department of Health. For more information on the health permit, visit: <https://health.hawaii.gov/san/files/2018/09/SPECIAL-EVENT-PERMIT-APPLICATION-revised-8.29.2018.pdf>. Applications must be submitted to the Department of Health, Sanitation Branch **TEN WORKING DAYS** before the event.

Image of the Permit should be emailed to HuiAlohaAinaMomona@gmail.com.

8. INDEMNIFICATION: You agree to indemnify, save and hold harmless the City & County of Honolulu, La Hoihoi Ea Honolulu, Hui Aloha Aina Momona and all other sponsors of this event, their officers, staff, and volunteers from any and all deaths, injuries, losses and damages to persons or property, and any and all claims, demands, liabilities therefore arising out of your negligence, misconduct, exhibit, cultural demonstrations, food services, and participation. You shall also be liable for any lost, damage or injury to persons or property resulting from your demonstration or exhibit to the person or persons suffering such loss, damage or injury. Any and all damage to Thomas Square and/or park facilities caused by you must be fully and completely restored within 7 days after the end of this event.

9. REVOCATION: La Hoihoi Ea Honolulu reserves the right to deny space, or to revoke this agreement if you fail to comply with the conditions for participation that appear elsewhere on this document.

DEADLINE: All Vendor Applications, Certificates of Insurance and Temporary Health Permits must be received no later than midnight on July 15, 2022. Late applicants will not be accepted.

Initials

SIGNATURE: By signing this application, you confirm that you have read and understand the conditions of participation as articulated above and agree to adhere to them.

Signature

Date

SUBMIT APPLICATION VIA EMAIL: HuiAlohaAinaMomona@gmail.com

DEADLINE: July 15, 2022

QUESTIONS? Call Alohi Ae'a at (808)220-0379 or inquire at:

HuiAlohaAinaMomona@gmail.com

For internal use.