



# Vendor Registration Form

This is no ordinary skatepark! We invite vendors to come be a part of the community festival and grand opening celebration on **June 21, 2014** of this vibrant and safe gathering place in the heart of Eugene. WJ Skatepark + Urban Plaza is the largest covered and lighted public skatepark in the country. The revitalized Washington Jefferson Park includes the new skatepark, full basketball courts and nationally sanctioned horseshoe pits.

To request your vendor space please:

1. Choose vendor category
2. List your engaging activity
3. Sign and date
4. Mail registration form and payment

## Location:

Washington Jefferson Park is situated beneath the I-105 bridge, between the railroad tracks and West 1st Avenue, in Eugene.

## Event Description:

Celebrate the Grand Opening of WJ Skatepark + Urban Plaza! The Grand Opening from 1 - 8 p.m., is a community celebration of this reclaimed park filled with skateboarding, music, food, and activities for all ages! Event attendance is expected to be at least 3,000 people. The free event will generally follow this schedule:

- 10 a.m. – 1 p.m. – FREE learn to skate lessons
- 1 – 8 p.m. – Retail and Community Booths
- 1 p.m. – Dedication Ceremony
- 1:30 – 3:00 p.m. – Live band
- 3:30 p.m. – Skateboard Demo
- 4 – 7 p.m. – Skateboard Competition w/live DJ
- 7 – 8 p.m. – Live band

Schedule subject to change

Set up time: 10 a.m – Noon (All vendors must be set-up by noon)

Tear down time: 8 p.m. – 10 p.m. (early tear-down is not allowed)

Organization/Business Name: \_\_\_\_\_

Organization/Business Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

## Booth Details:

Electricity and water access is limited. Please provide for your own needs. Generators are only allowed for food carts that receive special permission. We will supply compost and recycling bins, so please use compostable and recyclable materials if possible. All booth spaces are 10'x10'. You are required to have a canopy and bring your own supplies. Bottled water is discouraged. Thank you!

(over)

**For more information about how to reserve food vendor booth space please contact Colette Ramirez at [colette.m.ramirez-maddock@ci.eugene.or.us](mailto:colette.m.ramirez-maddock@ci.eugene.or.us) or 541-682-6347**

**Vendor Categories:**

Please circle Vendor Category. Vendors will be chosen by the event team. Our goal is to have 40 to 50 well-balanced retail and non-profit vendor booths. Successful applicants will be notified by June 6, 2014.

Vendor Category	Reservation Due May 30, 2014
<b>Non-profit or Community Organization</b>	<b>\$40</b>
<b>Retail or Commercial Organization++</b>	<b>\$55</b>
<b>Sponsor Vendor**</b>	<b>\$300</b>

++ All retail/business booths selling products at the Grand Opening are asked to donate an item for our amazing raffle at the event.

\*\*Sponsor Vendors will be included in the event passport.

- Passports will feature the event activities, times and locations. Event attendees will be asked to visit participating booths and get their passport stamped, driving traffic to your booth!
- Completed passports are returned for entry into an amazing raffle prize drawing.

\*\*Sponsor Vendors will be recognized with your logo on the Community Festival banner.

**Encouraged Activity:** Our vision is to create a space that is vibrant and fun for all community members! Each booth is encouraged to include a fun and engaging activity for community members. Please provide a brief description.

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By signing below, the applicant hereby acknowledges that s/he is a qualified independent, insured vendor or representative of a non-profit and assumes all responsibility and risk associated with all conditions, hazards and potential dangers in, on, or about a booth/table top site whether they are obvious or concealed. The applicant further acknowledges and agrees to release, indemnify and hold harmless the City of Eugene and their respective officers, employees and agents from all loss, injury, damage or liability to persons or property arising out of vendor's acts or omissions, before, during and after WJ Skatepark +Urban Plaza Grand Opening event.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For more information or questions, contact Colette Ramirez at [Colette.m.ramirez-maddock@ci.eugene.or.us](mailto:Colette.m.ramirez-maddock@ci.eugene.or.us) or 541-682-6347**

**Payments must be received by the dates specified in the pricing chart. Make checks payable to, City of Eugene. Please reference, WJ Skatepark, in the notes section and mail all checks and registration forms to:**

City of Eugene, River House Outdoor Program  
301 N. Adams St.  
Eugene, OR 97402