



THE PRINCE KŪHIŌ FESTIVAL HŌ'IKE'IKE

March 24, 2018, 10:00 a.m. to 4:00 p.m.
Kapi'olani Park Bandstand



APPLICATION FORM: FOOD VENDOR

DEADLINE: MARCH 1, 2018

This form serves as a request for space to sell food at the Prince Kūhiō Festival Hō'ike'ike. O'ahu Council of the Association of Hawaiian Civic Clubs & Mālama Loko Ea Foundation reserves the right to deny space to any individual, club, or organization who does not comply with the conditions for participation that appear elsewhere on this application.

DATE: _____

Name of Organization: _____

Name of Contact Person: _____

Mailing Address: _____

(City) (State) (Zip Code)

Tel: (Home) _____ (Bus) _____ (Cell) _____ E-mail: _____

TYPE OF FOOD:

CONDITIONS OF PARTICIPATION:

FOOD CONCESSION FEE: There is a non-refundable concession fee of \$50 necessary to offset costs for this event, and a \$50 refundable deposit which will be returned provided the area used is cleaned upon completion of the event. Vendor is responsible to restore grounds to "as was" condition or better. Failure to do so will result in forfeiture of the \$50 deposit. Total due with application: \$100. Make separate checks, \$50 each, payable to Mālama Loko Ea Foundation.

TENT, TABLES, AND CHAIRS: Food vendors must provide their own tent, tables, and chairs. Tent must be white and no larger than 20 x 20. Pegs securing tents to ground must be securely fastened and safely located to avoid anyone tripping on the pegs and from wind rising tents off their foundation. Larger tents may be accommodated, space permitting. This is subject to approval of the Prince Kūhiō Festival coordinator for the event. All food concessions must be taken down not later than 5:00 p.m.

FOOD SALES AND FOOD PERMIT: There will be no duplication of foods, and the number of food vendors will be limited to eight (8). Civic clubs supportive of this event in the past will be given first preference to sell the food specialty they are known for doing and provided their application is submitted by the deadline, **MARCH 1, 2018**. Copy of approved State of Hawaii Health Clearance permit should be scanned and emailed to piikeya_tomczyk@hotmail.com by no later than **March 7, 2018**. The City & County of Honolulu requires that this be provided to their office at least two weeks before the event. Thus, late submission of the health permit may result in disqualification for a food concession at the Hō'ike'ike. Please bring your hard copy with you to the event.

HOURS OF OPERATION/PARKING: Hō'ike'ike is from 10:00 a.m. to 4:00 p.m. Setup time is between 7:00 a.m. and 10:00 a.m. on March 24th. Check-in upon arrival with the on site coordinator for location assignment prior to setting up tent and display. Food concessions must close no later than 4:00 p.m., and the area completely cleaned and cleared by

5:00 p.m. You are responsible for cleanup of the general area utilized for your concession. Two parking spaces will be reserved for your use. On entering Kapi‘olani Park, give the parking attendant your name.

CONDITIONS OF USE REQUIRED BY THE KAPIOLANI REGIONAL PARK: You agree to abide by the following conditions required by the Kapiolani Regional Park:

- A. Absolutely **no driving or parking on the grass during event hours** due to liability issues.
Exception: O‘ahu Council of the Association of Hawaiian Civic Clubs & Mālama Loko Ea Foundation may permit vendors to deliver heavy supplies and equipment only to their tent. Any vehicle without said permission shall not be allowed access. Vendor is responsible for repairing all damages to the grounds and/or irrigation system as a result of any damages caused by them. Holes created as a result of tent pegs, stakes, and other related equipment must be filled in with appropriate ground fill and as part of your clean up process.
- B. No canopies or tents will be erected directly behind permanent benches facing the bandstand.
- C. Propane or Charcoal stoves must be lifted at least 12 inches above the grass and kept away from tree trunks and other plants. No dumping of cooking oil or charcoal on the park grounds. You must dispose of oil into containers and remove from the park.

ACTION ON APPLICATION REQUEST: Application requests will be approved or denied by the Prince Kūhiō Festival Coordinator within 3 business days of the deadline for submission of applications. Requests may be denied for reasons of duplication of food, safety concerns, prohibited products, liability concerns or if your application conflicts with the intent of the Hō‘ike‘ike. A decision by the Prince Kūhiō Festival Coordinator will be final. The Prince Kūhiō Festival Coordinator, AHCC, and Mālama Loko Ea Foundation reserves the right to deny space to any individual, club, or organization who does not comply with the rules for participation that appear elsewhere on this application.

INDEMNIFICATION: You agree to indemnify, save and hold harmless the City & County of Honolulu, the Association of Hawaiian Civic Clubs, Mālama Loko Ea Foundation and all other sponsors of this event from any and all deaths, injuries, losses and damages to persons or property, and any and all claims, demands, liabilities therefore arising out of the concession. You shall also be liable for any loss, damage or injury to persons or property resulting from your concession to the person or persons suffering such loss, damage, or injury. Any and all damage to the park and/or park facilities must be fully and completely restored within 7 days after the end of this event.

REVOCAION: O‘ahu Council of the Association of Hawaiian Civic Clubs may revoke the approval of an application for failure to comply with the conditions listed above.

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

(Signature)

(Date)

SUBMIT APPLICATION & PAYMENT TO: Pi‘ikea Tomczyk
Ho‘olaule‘a/Hō‘ike‘ike Chair
O‘ahu Council - Association of Hawaiian Civic Clubs
P.O. Box 37874
Honolulu, HI 96837-1122

Questions: Call Pi‘ikea Tomczyk 808-292-4724 or piikea_tomczyk@hotmail.com

Signed copy of application must be available on day of the event.