



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: NON-FOOD CONCESSIONS

DEADLINE: MARCH 1, 2018

This form serves as a request for space to sell Native Hawaiian products, except food, at the Prince Kūhiō Festival Hō'ike'ike. The O'ahu Council of the Association of Hawaiian Civic Clubs and 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 PRODUCT, (*e.g., books, paintings, Ni'ihau shell leis, etc.*)

CONDITIONS OF PARTICIPATION:

- 1. 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. Please make separate checks of \$50 each, payable to Mālama Loko Ea Foundation.
- 2. TENT, TABLES, AND CHAIRS:** 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 O'ahu Council. All concessions must be taken down not later than 5:00 p.m.
- 3. HAWAIIAN MADE PRODUCTS:** Only products made in Hawai'i will be acceptable. As this is a Hawaiian event, vendors are encouraged to sell products made by Native Hawaiian artisans or cultural practitioners.

4. **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. Concessions must close not 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.

5. **CONDITIONS OF USE REQUIRED BY THE KAPI'OLANI REGIONAL PARK: You agree to abide by the following conditions required by the Kapiolani Regional Park.**
 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 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. No canopies or tents will be erected directly behind permanent benches facing the bandstand.

6. **ACTION ON APPLICATION REQUEST:** Application requests will be approved or denied by O'ahu Council of the Association of Hawaiian Civic Clubs within 3 business days of the deadline for submission of applications. Requests may be denied for reasons of selling products not made in Hawai'i, safety concerns, prohibited products, liability concerns or if your application conflicts with the intent of the Hō'ike'ike, i.e., to educate the community on Native Hawaiian arts, crafts, culture, programs and services. A decision by O'ahu Council of the Association of Hawaiian Civic Clubs will be final. O'ahu Council of the Association of Hawaiian Civic Clubs 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.

7. **INDEMNIFICATION:** You agree to indemnify, save and hold harmless the City & County of Honolulu, the Association of Hawaiian Civic Clubs, the O'ahu Council, 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.

8. **REVOCATION:** 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.

9. **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.