



Saturday, September 29, 2018 • 10 a.m.–8 p.m. • Windward Community College Great Lawn

**ART & CRAFT VENDOR APPLICATION (form-fillable)**

Application deadline: August 30, 2018

**Fee: \$140 for one booth** - 10'x10' covered area  
(tent and lighting are provided)  
\$25 addl. fee for electricity

**Contact:** Kehau Iwashita, Art & Craft chair  
[hki@hawaii.edu](mailto:hki@hawaii.edu) or 808-235-7465

**I would like to reserve/purchase** (max 2 booths):

\_\_\_\_\_ Booth(s) at \$140 each      Total: \$ \_\_\_\_\_

\_\_\_\_\_ Electricity at \$25 each      Total: \$ \_\_\_\_\_

**IMPORTANT:** Selling hours for Art & Craft Vendors are 10 a.m. to 7 p.m. Vendors may begin taking booths down at 6:00 p.m. (NOT EARLIER). Booth items must be carried or carted to vehicles after 6:00 p.m. Due to safety regulations, vehicles are NOT allowed on the Ho'olaule'a grounds.

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Hawai'i State General Excise Tax License Number: \_\_\_\_\_

List the specific product(s) you will be selling: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Special requests (we will try to accommodate requests, but not guaranteed): \_\_\_\_\_

\_\_\_\_\_

- This is an alcohol-free event.
- On a first-to-sign-up basis, vendors will be chosen by the type of product(s) sold. This is to limit duplication. Your merchandise will be screened by the Windward Ho'olaule'a Committee. You will be sent a confirmation letter once you are accepted.
- Vendors may not sell food items without prior approval. Approval may be given to vendors whose main products are specialty items such as Made-in-Hawai'i jams and jellies, breads, dip mixes, etc., but vendors may not sell any food, including snacks, sandwiches, salads, etc. to supplement their art & craft sales.
- You are responsible for damages to your assigned work area at set-up, during the event, and at time of take-down.
- Children, age 10 and under, are not allowed in the booth area for liability reasons.
- **We are seeking craft donations for our Silent Auction to benefit WCC students. If you are interested, check here**

*The chairperson will contact you.*

**Submit this application via mail or email to:**

**Mailing address** Windward Community College  
Attn: Kehau Iwashita  
45-720 Kea'ahala Rd.  
Kane'ohe, HI 96744

**Email address** [hki@hawaii.edu](mailto:hki@hawaii.edu)  
Attn: Kehau Iwashita