



Dear Coconut Festival Vendor,

This application form PDF contains important information related to all vendors, both Craft and Food, as well as the terms and conditions for the 22nd annual Coconut Festival, to be held this November 3rd. It will be a little different this year because of all the North Shore Damage to Kauai. We'll be hosting a Very Special 1 day event that includes three events in one **ALL DAY–Triple** event instead. Here's what will be happening:

The Big Day is **Saturday November 3rd**, and the 1st event that day will be KBA's support and hosting of the **Kauai Veterans Parade**, and It's **BACK IN KAPAA** again.

The second Event will be, for want of a better title, A CocoFest Lite, and the third event will be a bigger 1st Saturday Event both in the town center and for the first time ever, in the Kapaa Beach Park as well. IN addition this event will be **Free entrance** although donations will be gratefully received.

#### **Timing For The Day.**

The **Kauai Veterans Parade** will begin with everyone gathering in the town streets along Kuhio highway from around **8:30am** and the Parade will start at 9am going through the town center and finishing up in Kapaa Beach park at around **11am** with crafters and fun for the kids.

The **CocoFest Lite** will be starting as the Vets Parade finishes (around Noon) and will continue until 5pm. As usual you can immerse yourself in all things coconut? There is something for everyone at any Coconut Festival, even a LITE version: entertainment, cultural displays and experiences, shopping, history, games, cooking demonstrations, contests and of course the **FOOD**.

On the stage we will have the very some of Kauai's incredible talent. We have **Kimberly Hope** who will play the violing like no-one you have heard before; **Jeremiah Garcia** who 'wow'd everyone last year on the keiki stage and this year he is on the main stage; and **Goats with headlamps**, a very popular group on Kauai.

This Triple festival event is presented by, **"The Kapa'a Business Association" (KBA)**. It is the association's most visible single event, but this year we're trying something NEW, and at the heart of our mission: to promote, preserve and enhance the quality of life and business along the Royal Coconut Coast. We hope that you will take away a new respect for our most revered fruit, a greater understanding of this special area, and happy memories of a fun day for all

We would like to thank the Kauai County Council for their support, as well as the Board of Directors of the Kapa'a Business Association, and all the volunteers who work hard to make this Festival the continually successful event it has become. There are too many people to name individuals, but without their help and support, we could not bring this Festival to you every year.

Aloha and Mahalo,

Mike Hough,  
President KBA

Mail your completed Craft Vendor form and Gift Certificate, and all other required documents with your full payment to the following address:  
(Please make checks payable to Kapaa Business Association).  
Chris Dorland, Kapa'a Business Association P.O. Box 94. Lihue, HI 96766.

Please mail your completed Food Truck Vendor application form, payment and all other required documents to the following address  
(Please make checks payable to Kapaa Business Association).  
Chris Dorland, Kapa'a Business Association P.O. Box 94. Lihue, HI 96766.



# CRAFT BOOTH APPLICATION FORM

Please Use All Capitals For Legibility

Name:	
Email address:	
Company name:	
Mailing Address:	
City, State, Zip:	
Contact Phone #:	
Fax #:	
Credit Card #:	
Card ID Code:#	
Card Type & Exp. Date:	Visa - Mastercard /
Name on Card:	
Billing address:	
City, State, Zip:	
Contact Phone:	
___ Booth Spaces of:	Certified Kauai Made™ each at \$120 = Total \$ ___
___ Booth Spaces of:	Other Product lines each at \$140 = Total \$ ___
<b>KBA Member Dues.</b>	<b>NOTE:</b> Existing Members of KBA, receive priority placement. Please pay your 2019 membership dues at the same time.
	Join KBA now (\$50) & <b>SAVE</b> \$25 off Booth Fee \$ ___
<b>Final TOTAL amount:</b>	<b>TOTAL DUE WITH APPLICATION: = Total \$ ___</b>
<b>Applicant Signature:</b> (And Date Signed:)	
<b>AGREEMENT:</b>	I certify that I have read and agree with the terms and conditions as stated in this Application Form.
<b>Detail list of products for SALE</b>	<b>Use separate page if needed for descriptions.</b>
ITEM Name.	Material and Description.

Booth spaces are approximately 8 x 10 with one 8' table, one chair will be provided. (is this size correct and should we provide a chair?)

Vendors must limit their products and displays to their assigned space. Be considerate of your neighbors. Festival hours are 9:00 - 9pm Saturday November 3rd. Booth set up begins at 7:00 a.m. that Saturday NO EARLIER. Booth must be broken down by sunset that day. We'll send you a map of areas available but remember the Veterans parade will use the North side park (by the library) for their Veterans Parade and awards ceremony until 11am. Because it's a **FREE** event we expect people in the park All Day

**GENERAL TERMS AND CONDITIONS (Please read carefully):**

Booth assignments are at the complete discretion of the Kapaa Business Association (KBA). Preference will be given to vendors that:

- 1) are members of KBA,
  - 2) offer coconut specific products,
  - 3) are certified Kauai Made Vendors,
  - 4) offer hand-made products and
  - 5) uniqueness of products.
- Prior participation in the Festival does not guarantee future acceptance as a current year vendor. Applications for multiple booth spaces must be received with your application by September 15. Booth fees must be paid with the application. Receipt of payment by KBA does not confirm space. Applications and all fees must be received and paid by October 25 prior to the Festival. Applicant fees are non-refundable except for those vendors whose applications are not accepted. A copy of a valid Hawaii State Business License must be submitted with your application and fees.

**Donation:** All vendors must complete the supplied Gift Certificate which provides a \$35 gift certificate to be used as a prize during the Festival. Vendor's donation will be announced at the time of awarding the prize. This gift is possibly Tax deductible. The Gift Certificate form is below and must be submitted with payment of fees.

**IMPORTANT:** All Applicants must include at least one product made from, or in the likeness of coconut or palm at their table. Registrant vehicles will not be allowed into the park festival area after 8:30am on Saturday, November 3rd, KBA, it's officers, agents and sponsors are not responsible of any product or property left overnight. Registrant must remain open until dusk. No early break downs. Registrants and their agents are expected to conduct themselves in a professional manner, abide by the rules of the festival and exhibit the spirit of aloha, which as the Coconut Festival is a Drug, Tobacco and Alcohol-Free event, the Aloha Spirit is the only Spirit allowed... Consumption of illegal drugs, alcohol or tobacco at the festival is strictly prohibited. All food vendors must provide a copy of their certification from the State Department of Health to KBA and display it at their booths. KBA, its directors, or agents has the right to determine what goods or services may be sold by a Registrant, without liability to its directors, agents or sponsors. KBA, its directors, or agents has the right to exclude a Registrant from participation in the Festival, for any reason, without liability to its directors, agents or sponsors. Registrant in consideration of participation in the Coconut Festival sponsored by KBA, individually, jointly and in any representative or legal capacity, on behalf of Registrant, Registrant's heirs, executors, and/or administrators, does hereby waive, release, discharge and agree to hold harmless and indemnify KBA, it's officers, agents and sponsors from liability or loss of any claim for death, injury, or damage to property resulting directly, or indirectly, from the Registrants participation in the Festival.



# FOOD TRUCK APPLICATION FORM

Please Use All Capitals For Legibility

Name:	
Email address:	
Company name:	
Mailing Address:	
City, State, Zip:	
Contact Phone #:	
Fax #:	
Credit Card #:	
Card ID Code:#	
Card Type & Exp. Date:	Visa - Mastercard /
Name on Card:	
Billing address:	
City, State, Zip:	
Contact Phone:	
___ Booth Spaces of:	Food Booth each at \$225 = Total \$ ___
<b>KBA Member Dues.</b>	<b>NOTE:</b> Please join KBA , membership is \$50
	Join KBA now (\$50) & <b>SAVE</b> \$25 off Booth Fee \$ ___
<b>Final TOTAL amount:</b>	<b>TOTAL DUE WITH APPLICATION: = Total \$ ___</b>
<b>Applicant Signature:</b> (And Date Signed:)	
<b>AGREEMENT:</b>	I certify that I have read and agree with the terms and conditions as stated in this Application Form.
<b>Detail list of products for SALE</b>	<b>Use separate page if needed for descriptions.</b>
Food Name.	Price and Description.

**SPACE INFORMATION:**

Each Food Truck Vendors must limit their products and displays to their assigned space. No water or soft drinks allowed. Shave ice is an exception. Be considerate of your neighbors. Festival hours are 9:00 - 9pm Saturday November 3rd. Truck set up begins at 7:00 a.m. that Saturday **NO EARLIER**. Finish by sunset that day. See Monique for areas parking spaces but remember the Veterans parade will use the North side park (by the library) for their Veterans Parade and awards ceremony until 11am. Because it's a **FREE** event we expect people in the park All Day long...

**GENERAL TERMS AND CONDITIONS (Please read carefully):**

Parking for food truck assignments are at the complete discretion of the Kapaa Business Association (KBA) For details speak with Monique.

Preference will be given to vendors that:

- 1) are members of KBA,
  - 2) offer coconut in their products,
  - 3) are certified Kauai Made Vendors,
  - 4) offer hand-made products and
  - 5) uniqueness of products.
- Prior participation in the Festival does not guarantee future acceptance as a current year vendor. Applications for multiple booth spaces must be received with your application by September 15. Booth fees must be paid with the application. Receipt of payment by KBA does not confirm space. Applications and all fees must be received and paid by October 25 prior to the Festival. Applicant fees are non-refundable except for those vendors whose applications are not accepted. A copy of a valid Hawaii State Business License must be submitted with your application and fees.

**Donation:** All vendors must complete the supplied Gift Certificate which provides a \$35 gift certificate to be used as a prize during the Festival. Vendor's donation will be announced at the time of awarding the prize. This gift is possibly Tax deductible. The Gift Certificate form is below and must be submitted with payment of fees.

**IMPORTANT:** Registrants and their agents are expected to conduct themselves in a professional manner, abide by the rules of the festival and exhibit the spirit of aloha, which as the Coconut Festival is a Drug, Tobacco and Alcohol-Free event, the Aloha Spirit is the only Spirit allowed... Consumption of illegal drugs, alcohol or tobacco at the festival is strictly prohibited. All food vendors must provide a copy of their certification from the State Department of Health to KBA and display it at their booths. KBA, its directors, or agents has the right to determine what goods or services may be sold by a Registrant, without liability to its directors, agents or sponsors. KBA, its directors, or agents has the right to exclude a Registrant from participation in the Festival, for any reason, without liability to its directors, agents or sponsors. Registrant in consideration of participation in the Coconut Festival sponsored by KBA, individually, jointly and in any representative or legal capacity, on behalf of Registrant, Registrant's heirs, executors, and/or administrators, does hereby waive, release, discharge and agree to hold harmless and indemnify KBA, it's officers, agents and sponsors from liability or loss of any claim for death, injury, or damage to property resulting directly, or indirectly, from the Registrants participation in the Festival.





**Dear Kauai Food Vendor,**

This letter contains important information related to food vendor booth terms and conditions for the 22nd annual CocoFest Lite, to be held on November 3rd, 2018.

***PLEASE READ CAREFULLY BEFORE SUBMITTING THIS BOOTH APPLICATION FORM, AND NOTE THAT OUR COMMITMENT IS TO 'BE GREEN'***

The KBA Board and volunteers have been inspired by our Kauai community's desire to reduce the carbon footprint historically left behind by our local events. As responsible business owners on the Garden Island, we are requiring all of our participating food vendors and event attendees to kokua by sharing and practicing basic environmentally sound guidelines while enjoying this event.

When planning for your participation in this CocoFest Lite, we require that you follow the guidelines on this page. There are also some suggestions that will help you plan for a "Green" event. We proudly support the Kauai Zero Waste ideals, as we strive to make this and every future Coconut festival a Zero Waste event.

***FESTIVAL GUIDELINES FOR FOOD VENDORS***

**Unacceptable Products:**

- \* Styrofoam cups and plates that are not biodegradable. Coated plates and bowls, if your paper plate has a shiny coating on it – it is covered in a petroleum-based wax.
- \* Plastics that aren't recyclable, on Kauai we can ONLY recycle 1's and 2's.
- \* Plastic Bags of any kind.

**Acceptable Alternatives:**

Available through a number of companies.

- Cups and cutlery that are PLA, also known as Bioplastics – made from Corn and are biodegradable!
- Bagasse products – made from Sugar Cane and are biodegradable!
- Bagasse plates and bowls and some Chinnet products available from other sources on island are also biodegradable, but be sure there is no coating
- BioBags made from GMO-free cornstarch

Any remaining food or waste is to be removed by each vendor. Used cooking oil should be disposed of by vendor. Green wastes (fronds or other plant materials), recyclable ice bags and broken down cardboard should be removed by vendor.

The Kapa'a Business Association thanks you in advance for your participation and support, and looks forward to working with you in the upcoming month. Please do not hesitate to contact us with questions about how we can work together to make this triple event a success.

Aloha and Mahalo,

Monique Tucker 1(734)-223-0430

# 2018 COCOFEST Lite GIFT CERTIFICATE

**From:**

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**In the amount of**

**\$35**

**Authorizing Signature:**

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Valid during the 2018 CocoFest Lite only