

Cascade Geographic Society's
**28th Annual Mt. Hood Huckleberry Festival
and Barlow Trail Days ~ August 24-25-26, 2012**



**2012 Vendor & Living History Information and Policies,
Application, and Liability Waiver**

PLEASE KEEP THIS INFORMATION FOR YOUR REFERENCE
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Dates: Friday, August 24 ~ Saturday, August 25 ~ Sunday, August 26, 2012

Vendor times: 9:00 a.m. - 6:00 p.m. Friday and Saturday. 9:00 a.m. - 5:00 p.m. Sunday (The festival is open for breakfast at 8 a.m., and evening concerts (outdoors) go until 10 p.m. on Friday and Saturday evenings. Outdoor vendors are welcome to be available during these extended hours.)

Place: Mt. Hood Village, 65000 E. U.S. Highway 26 near Brightwood, 2 miles west of Welches.



Purpose of the Festival: To celebrate the huckleberry and other wild berries, the Oregon Trail, Native American and pioneer history, the preservation of the environment, and other resources of the local people. This is a celebration of our natural resources and other public treasures.



Type of merchandise wanted: Quality, hand-created crafts such as artwork, fabric crafts of many types, unique jewelry, natural furniture/toys, and other handcrafted works. There is very limited space for commercial vendors who sell pre-made items that may be of interest to us. *Note: we reserve the right to dismiss any vendor who displays merchandise at the festival that was not listed and approved on the application. Please be very specific on the application, whether you are a new or veteran vendor.



Application deadline: All applications must be received by August 15, 2012. **No late applications will be considered.**



Application acceptance: Vendor space is limited, and allocated on an application-date-received basis, as well as our evaluation of the variety, quality, and pricing of offered items and the similarity to previously-accepted applications. **We make no 'exclusive' promises to vendors from year to year, with the exception of our food vendors.** Return the attached form completely filled out with the required fee, by check or money order, to reserve a 10' x 10' space. Make payment out to Cascade Geographic Society. (Detailed instructions on the form.)



Vendor setup options: *Thursday, August 23 ~* please try to attend a brief meeting at 5:00 p.m. with Nita (vendor coordinator) to receive updated festival information and your final, assigned booth space. *No vendor is allowed early setup.* She will be available Thursday evening until 7:30 p.m. You may take as long as you need to set up if you are outdoors, and until 7:30 p.m. if you are in the Evergreen Room. *Friday, August 24 ~* set up (after checking in with Nita at the Huckleberry Booth in the Courtyard) from 8:00 a.m. - 9:00 a.m. *****No personnel will be able to assist you at times other than these.** Mt. Hood Village personnel are not responsible for assisting vendors, and our organization's volunteers are multi-tasking to get the festival up and running. The more well-versed you are with this information packet, the more self-sufficient you should be, which is very

Questions? Call Cascade Geographic Society at 503-622-4798; leave detailed message.

much appreciated!

Daily close-up/teardown policy: Tear-down is to be no earlier than 6:00 p.m. on Friday and Saturday; and no earlier than 5:00 p.m. on Sunday. Vendors who choose to tear down early (including obvious inventory put-away) despite this policy may not be accepted at future festivals. [This is standard at all events that value their customers, their vendors, and their reputations.]



Vendor fees: Craft vendors ~ \$50 total for the event. Commercial vendors [more than 25% of inventory is imported or not hand-crafted] (very limited space allotted for commercial vendors) ~ \$100 total for the event. \$25 extra for specific reserved booth space (as available, on a first-reserved basis). *Note: Living history exhibitor's fee is waived for those who qualify.



Facilities: 1.) Outdoor Courtyard (approximately 20 spaces available) with overhead canopy/shelter, which accommodates pop-ups in the center spaces and, depending on the size of your pop-up, some of the perimeter spaces. *Please do not ask us for overhead measurements or to go to the site to measure for you. **Have a back-up plan in place in case you are located on a perimeter space.** 2.) Indoor Evergreen Room (approximately 10 spaces available). The Evergreen Room is walled with windows; no vendor will be allowed to set up in such a way as to block the windows (i.e. with wall hangings and such). Also, Evergreen Room corner spaces can be somewhat dark (not near windows), so be prepared to bring your own light/s and extension cord (50' maximum). The Evergreen Room is locked within 5-10 minutes of closing time each day. **Note:** There are no vehicles/campers allowed in the courtyard display area other than for initial setup and teardown, and will be highly restricted this year. You must provide your own security for your booth and sale items during festival hours and off-hours.



Electricity: If you need electricity, please provide your own power cord of at least 100' outdoors, and maximum 50' indoors.



Tables and chairs: You must provide your own tables and chairs. Mt. Hood Village is not responsible for providing any equipment for vendors (including dollies and hand-trucks).



Camping options for approved vendors: (The following rates are available Thursday/Friday/Saturday nights of festival only.) Full hookup for RV ~ \$15 first night, \$7.50 second/third nights. To park with RV and no hookup ~ \$5 each night. Tent camping or 'dry camping' in vehicle ~ \$5 each night. These highly discounted rates are a courtesy for approved vendors only, and are subject to change by Mt. Hood Village's parent organization. Once you have received written approval of your application, from Cascade Geographic Society, you may call Mt. Hood Village at 503-622-4011; you must identify yourself as a Huckleberry Festival approved vendor to receive the discounted rates.



Liability waiver: The attached liability waiver (on the reverse side of your application) is required to be signed by all potential vendors ~ please sign to complete your application.

Cascade Geographic Society is a non-profit 501(c)(3) educational corporation consisting entirely of volunteers. In addition to building a pioneer-era living history village in Rhododendron, preserving the Shanghai Tunnels (and conducting Underground tours), and providing educational programs to schools and groups, we organize the annual Mt. Hood Huckleberry Festival each August and the Mt. Hood Salmon & Mushroom Festival each October, in cooperation with our host site, Mt. Hood Village. We look for craft vendors who are cooperative, fun, and easy to work with. None of our staff are paid event organizers, but our volunteers try very hard to accommodate reasonable needs of vendors and the public in order to continue to offer these free local events!

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**2012 Vendor & Living History
Application and Liability Waiver (on reverse side)**

Note: Forms must be completed in their entirety in order to be considered.

Check one: Craft vendor _____ Commercial vendor (25% or more non-handcrafted items) _____
Living history exhibitor _____

Site preference: Outdoor Courtyard _____ or Indoor Evergreen Room _____
No preference: _____ ****Specific reserved site request (\$25 fee) _____

(*See attached booth space map: you may choose (and number, in priority order) up to three; spaces will be assigned on a first-come basis, with Specific Reserved Site requests (prepaid) honored on a first-reserved basis (no exceptions). Non-reserved spaces will be honored on an as-available basis, by date of application and/or by discretion of Cascade Geographic Society.



Name _____ Telephone _____
Street address _____
City, state, zip code _____
Email address _____
Website (if appropriate) _____
New vendor _____ or Returning vendor _____

Products: describe in detail, whether new or returning vendor. New vendors must provide photos or a website photo link. Acceptance or denial depends upon this information. Also, no unapproved vendors will be allowed to share your booth space. _____

Vendor agreement: I have read the information/policy packet, and agree to all terms if I am approved as a participating vendor in the 2012 Mt. Hood Huckleberry Festival.

Applicant's name/s: _____ Date: _____

PLEASE READ AND SIGN WAIVER ON REVERSE SIDE OF APPLICATION

Mail application and fee(s) to: Cascade Geographic Society, Mt. Hood Huckleberry Festival, P.O. Box 398, Rhododendron, OR 97049. Unless you have provided an email address, include a business-sized, stamped envelope for your application acceptance or denial.

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2012 Liability Waiver

I/we understand that my/our attendance at the 2012 Mt. Hood Huckleberry Festival is voluntary. As a vendor or exhibitor at the Festival, I/we agree to hold harmless Cascade Geographic Society, Inc., their Board of Directors, and volunteer staff, as well as Mt. Hood Village (also known as Equity Lifestyles Properties), their Board of Directors, officers, staff, and work-campers, from any physical or emotional injuries or property theft which I/we may incur or be subject to upon the property of Mt. Hood Village. I/we understand that Mt. Hood Village and Cascade Geographic society will make reasonable efforts to secure the Evergreen Room and to provide a safe environment for vendors; I understand that it is my/our sole responsibility to provide security for my/our booth and items and for my own physical and emotional safety.

Furthermore, I/we agree to follow the policies and instructions as outlined in the Festival Information Packet, and take necessary directions from Mt. Hood Village staff and the event coordinators from Cascade Geographic Society.

Vendor's printed name

Vendor's printed name

Vendor's signature

Vendor's signature

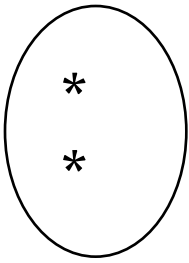
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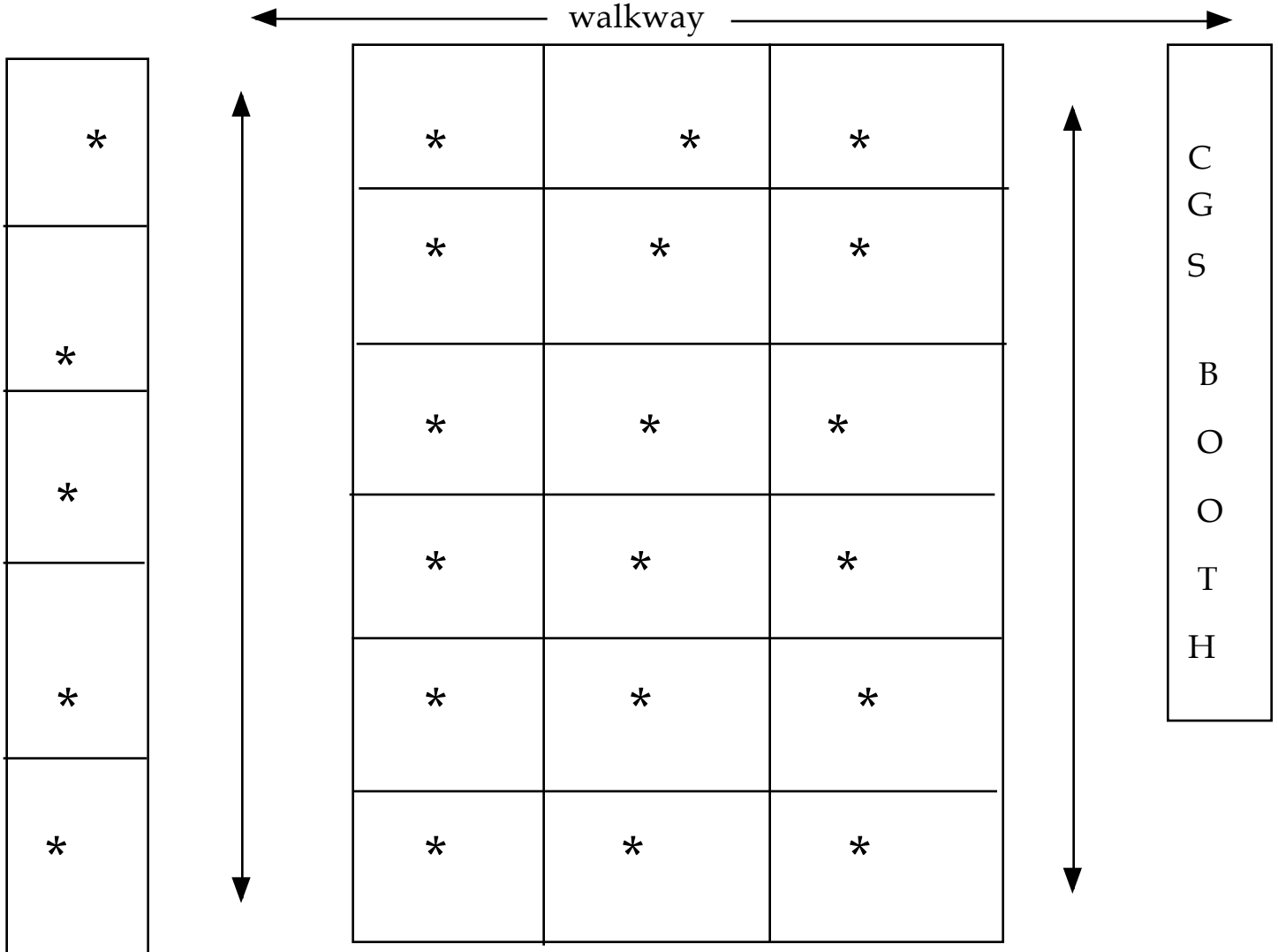
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Huckleberry Festival Courtyard Configuration 2012

Festival Stage/ Audience Seating



* = vendor spaces. Please indicate your first three choices (which may or may not still be available upon receipt of your application)



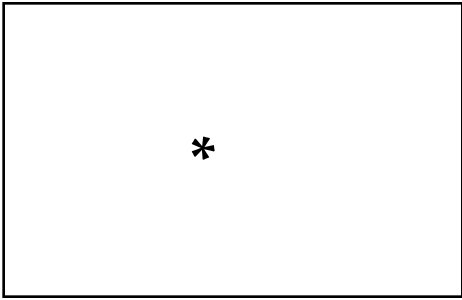
to south parking lot

to north parking lot

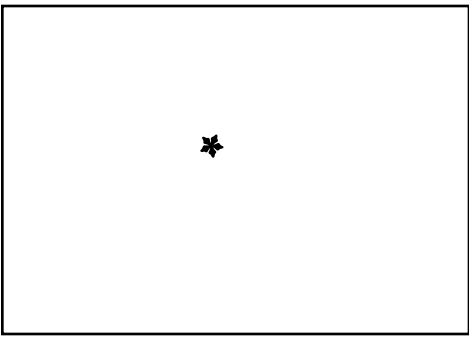
Mt. Hood Village Offices,
Registration, and Store

Blackberry
Cafe

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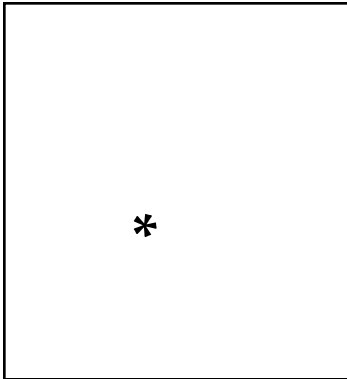
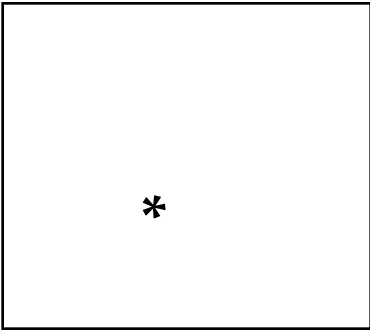
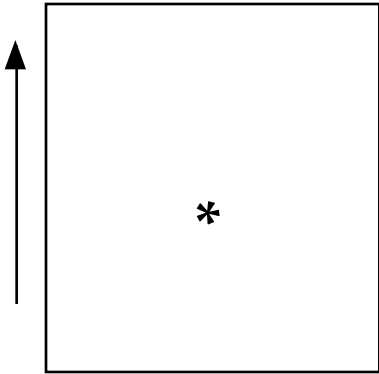


doors

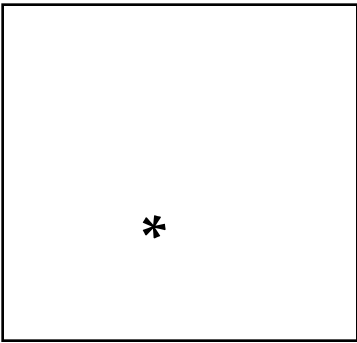
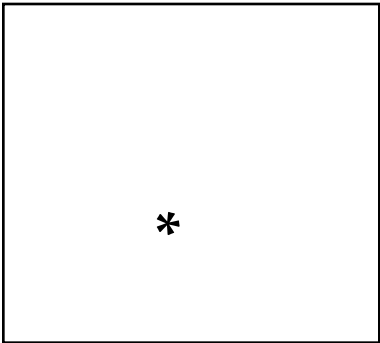


**Evergreen Room
Huckleberry Festival 2012
Configuration**

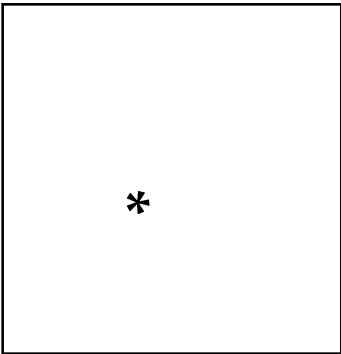
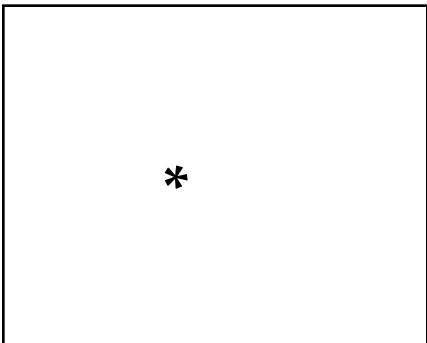
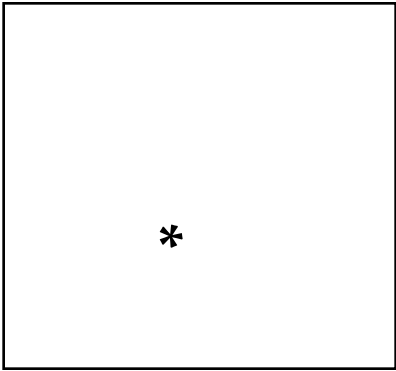
*** = vendor spaces**



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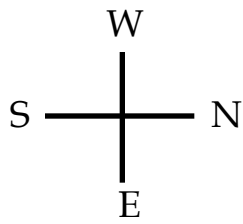
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↙ open to Lodge Room ↘

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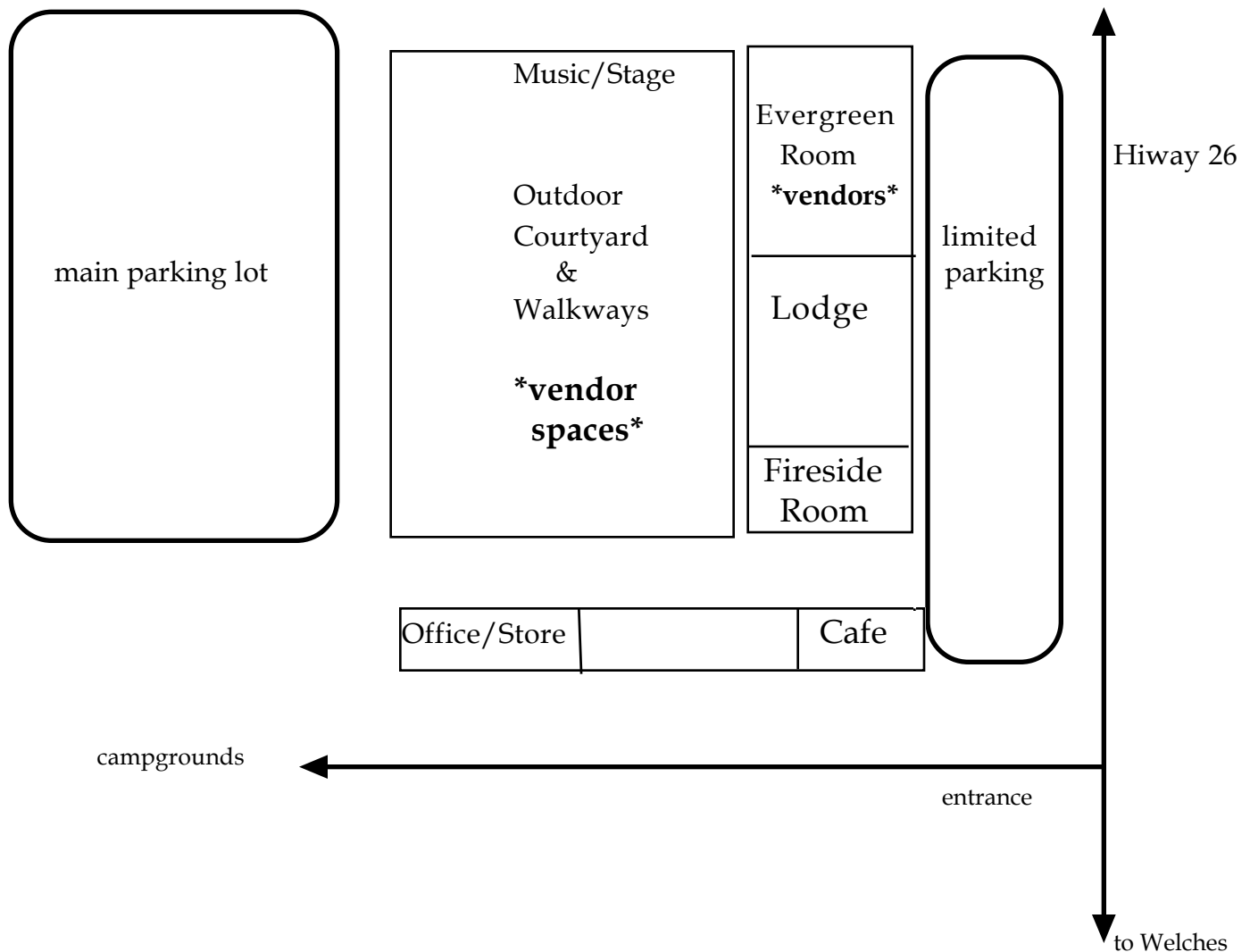
General, Not-to-Scale Map
of the Area of Mt. Hood Village
and Cascade Geographic Society's Festivals

south to Salem

Portland

southeast to Gresham, Sandy, Brightwood, Welches

Mt. Hood Village ~ Two miles west of Welches on U.S. Highway 26



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