2013 Vendor Registration Form

Sunday Parkways Mission

"Portland Sunday Parkways promotes healthy active living through a series of free events opening the city's largest public space -- its streets -- to walk, bike, roll, and discover active transportation.

Portland Sunday Parkways fosters civic pride, stimulates economic development, and represents community, business and government investments in Portland's vitality, livability, and diversity."

Sunday Parkways Update

The 2012 Sunday Parkways season was a huge success. A total of 103,350 participants walked biked, rolled and skipped along the five routes: Northeast 28,250; North 23,700; Southwest 10,800; Southeast 26,000; and East 14,600. An average eight miles of local streets were closed to traffic for five hours to embrace Portlanders enjoying the two way loops and activities featured in parks and along the way. Take a look at the Final Report and video clips at www.PortlandSundayParkways.org.

Reserve your spot ASAP. Events run from 11:00 AM until 4:00 PM. Remember, no electricity is available on site, and there is limited water access. Bring your own table, chairs and canopy. Please provide for your own needs. Check appropriate vendor group:

☐ **Food: Nourishment and thirst quenching.** Healthy food items strongly encouraged.
Compostable stations help ease event carbon footprints. **We require that vendors use compostable plates, cups, bags and utensils, and for any other non-edible items given/sold to customers.** For guidelines, refer to the City of Portland's composting receiver's guidelines at http://www.cedar-grove.com, FAQ's Compostable Product Info.

Food vendors must have a copy of their *Multnomah County Health Department permit* at Sunday Parkways. Health inspections will occur. Call 503 988-3400, www.mchealthinspect.org. If using propane, obtain a permit from Fire Prevention 503 823-3712.

☐ **Marketplace: Advertise and sell products and/or communicate messages and outreach efforts.**

☐ **Interactive: Provide entertainment or activity which engages participants in fitness and/or promotes healthy living and exercise.** Interaction should be the primary focus, not incidental. Contact staff for ideas.

☐ **Mobile: Sell while walking or riding so as not to prohibit participant flow.**
Per the Parks' permits, along-the-route mobile vendors are not allowed in any of the featured parks at any time. Mobile vendors must remain one (1) block or at least 250 feet from all food and marketplace vendors. Violation results in exclusion from the remainder of the event as well as remaining 2013 Sunday Parkways. If selling food, appropriate county health permit required. **Vendor fee is for up to four (4) mobile carts.**

Business/Group name: _____

Address:_____**Zip:** _____

Contact name: _____**Phone:** _____

Email address: _____**Are you a non-profit ?**_____

***Note*: The following types of third parties shall not be eligible to participate in Sunday Parkways: Any business or organization that restricts membership or access based upon any category protected under the City's civil rights ordinance or state or federal law and/or any business or organization that is not legally open to, or may not legally sell its products or provide its services to, residents of all ages.**

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2013 Portland Sunday Parkways
Vendor Registration

Pick one or more dates:	***Vendor Fee** (10' by 10')	or (up to 10' by 19')	Date rec'd	D-base	Confirmation Sent
May 12, East Featured parks: Glenwood, south end of Lents, Bloomington, Ed Benedict & Gilbert Heights Parks	____ $125	____ $175	_____	_____	_____
June 23, Northeast Featured parks: Woodlawn, Fernhill, and Alberta Parks; the street at NE 55th & Going by Rigler School	____ $125	____ $175	_____	_____	_____
July 28, North Featured parks: Peninsula, Arbor Lodge, Kenton, and McCoy Parks; the south end of the Columbia Park Annex; & Willamette Bluff	____ $125	____ $175	_____	_____	_____
August 25, Southeast Featured parks: Universal Cycles Marketplace, Mt. Tabor including the summit, Laurelhurst, Colonel Summers, & Ivon Parks	____ $125	____ $175	_____	_____	_____
September 29, Southwest Featured parks: South portion of Gabriel Park, & the Multnomah & Hillsdale business districts	____ $125	____ $175	_____	_____	_____

Provide a brief description and space requirement (include a menu if appropriate and a schedule if you offer classes/performances):

_____

_____

*A standard vendor space is 10' by 10' and costs $125. It you need an oversized space, the fee is $175 for up to a 10' by 19' space.

You will be notified as to your site assignment prior to each event.

Payment must accompany registration

Make check payable to: *City of Portland*
Send registration and check to: City of Portland
1120 SW 5th Ave, Ste. 800
Portland, OR 97204
Attn: Ronna Seavey

Credit card payment, call: Portland Parks & Recreation at 503 823-2525, Option 4
Specify "Sunday Parkways"

Additional event payment(s) must be received no later than three weeks prior to event

Need more info. Have a question. Contact: Ronna Seavey at 503-823-4414, ronna.seavey@portlandoregon.gov, or fax 503 823-7576
For other information visit www.PortlandSundayParkways.org

By signing below, the applicant hereby acknowledges that s/he is a qualified independent, insured vendor or representative of a non-profit and: assumes all responsibility and risk associated with all conditions, hazards and potential dangers in, on, or about a booth/table top site whether they are obvious or concealed. The applicant further acknowledges and agrees to release, indemnify and hold harmless the City of Portland and the City's respective officers, employees and agents from all loss, injury, damage or liability to persons or property arising out of vendor's acts or omissions, before, during and after the Sunday Parkways event.

Name_____ **Date**_____

CITY OF PORTLAND BUREAU OF TRANSPORTATION

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