



OHCRA CONCESSION AGREEMENT

O`ahu Hawaiian Canoe Racing Association, (hereinafter "OHCRA"), grants the vendor designated below (hereinafter "Vendor") the right to sell craft items or food at the O`ahu Championship Race, (hereinafter the "Race"). Vendors agree to pay the following for their vending space:

_____ Non-OHCRA Vendor: \$200	_____ OHCRA Club Tent: \$50
_____ OHCRA Club Vendor: \$100	_____ Non Profit Information Booth: Free

**Concession fee and Concession Agreement must be received 21 days prior to the event date.*

1 Vendor is prohibited from selling or giving undeclared items. Please list items, service to be sold below including anticipated menu if you are a food vendor.

2 Vendor shall not, without prior written consent of OHCRA, assign or sublet such space, or any part thereof.

3 The space on which said vendor shall display and exhibit its products will be assigned by the OHCRA Concession Chairperson and will be as shown on the floor plan provided for said activity. Failure to occupy the designated space will result in vendor being asked to move. Set-up of booths may begin at 7:00am the day of the event.

4 OHCRA will not be liable to fulfill this contract if the premises on which this activity is to be produces is destroyed beyond the control of OHCRA.

5 The conditions, rules, and regulations printed in Exhibit A, attached hereto are incorporated herein. OHCRA shall have full power, in its sole discretion to make or amend any rules. All rights granted to the vendor herein are contained in this agreement. (Disputes concerning the meaning of interpretation of any provision hereof shall be resolved by OHCRA and its decision shall be final.)

6 Concessions selling perishable food items are required to obtain, and supply OHCRA with a copy of a permit from the Department of Health and Proof of Food Handler Course along with this application and prior to set-up. Only OHCRA clubs will be authorized to sell perishable food items.

****Only OHCRA clubs will be authorized to sell perishable food items.***

IN WITNESS WHEREOF the parties hereto have set their names this

_____ day of _____ 20 _____.

Email to:
vendors@ohcra.com

Company / Club Name

Vendor's Signature & Printed Name

Phone Number & Email Address

City & County Rules & Regulations

Vendors: https://www.honolulu.gov/rep/site/dpr/rules/Rules_Craft_Fair-Art_Mart.pdf

Shore Water Events: https://www.honolulu.gov/rep/site/dpr/rules/Shore_Water_Events_Amended_Effective_July_30_2018.pdf



OAHU HAWAIIAN CANOE RACING ASSOCIATION

OHCRA CONCESSION AGREEMENT

CONDITIONS, RULES AND REGULATIONS (Exhibit A)

BOOTH:

Unless otherwise stated, each vendor is responsible for providing their own booths(s), structure(s), or display(s), to be no larger than 10'X10' for a craft/merchandise booth and 20'X20' for a food booth. If additional space is required, additional charges may apply.

CONTROL OF PREMISES:

OHCRA may prohibit the display of any exhibit or merchandise not meeting their approval.

REMOVAL OF GOODS:

Vendor expressly agrees that **ALL** parts of his / her exhibit will remain intact between the hours of 8:00am and 5:00pm the day of the event. Vendor shall completely remove his/her booth(s) and all installations no later than 7:00pm on the day of the event. This includes all trash and any items that are not longer usable by your booth. (Please take all trash to the dumpster provided at the event site.) All goods or property left after this date and hour will be at the vendor's sole risk. Vendor shall be liable for any damage which he or she may cause to the building or facilities in connection with this booth.

INSURANCE AND LIABILITY:

- 1) Exhibitor shall carry comprehensive general liability insurance in an amount no less than \$2,000,000.00 (*Per Occurrence and NOT in the Aggregate) and 1a) The Crafter / Vendors individual name must be included with the name of the business (if applicable) in the Insured Box at the top of the Certificate of Insurance. 1b) Shall provide the name of the event (OHCRA Championships) and the event date along with naming OHCRA and its affiliate associations and clubs, the City & County of Honolulu and the State of Hawaii as Additional Insured in the Description Box on your Certificate of Insurance. OHCRA assumes no risk that may arise from the use of said space(s) by the vendor and by the acceptance of this agreement. Vendor agrees to hold harmless of and from, any loss or damage by reason thereof. OHCRA assumes no responsibilities whatsoever for any property placed on the premises, and is hereby expressly released and discharged from any and all liability from any property.
- 2) The Certificate Holder of your Certificate of Insurance shall be as follows: City & County of Honolulu Department of Parks and Recreation – Permit Office 650 S. King Street, First Floor Honolulu, Hawaii 96813

OHCRA OFFICER SIGNATURE: _____ DATE: _____

VENDOR'S SIGNATURE: _____ DATE: _____

If you need further information, please email vendors@ohcra.com.

Checklist for submission

- 1 Signed Vendor Agreement, 2 pages
- 2 Payment for booth
- 3 Copy of the Certificate of Insurance (COI) naming the City & County of Honolulu as the Certificate Holder and O`ahu Hawaiian Canoe Racing Association and its affiliate associations / members and clubs, the State of Hawaii and the City & County of Honolulu as Additional Insured in the Description Box.
- 4 Copy of General Excise Tax License
- 5 Department of Health Food Permit (Stamped Application and Permit Form - 2 pages) along with Proof of Food Handler Card / Certification.

*** OHCRA has the right to deny/remove a vendor if any of the above listed required documents are not submitted.***