

Kauai County Farm Bureau (KCFB)
 UH College of Tropical Agriculture & Human Resources/
 Cooperative Extension Services (CTAHR) & County of Kauai (COK)

2023 AGRICULTURAL FESTIVAL

Sponsorship Form – Due Date April 29, 2023

Event Dates: **June 17-18, 2023** (Saturday - Sunday)

Event Times: Saturday 12:00 (noon) – 6:00 pm

Sunday 10:00 am - 5:00 pm

Event Location: Vidinha Stadium Soccer Field and paved Parking Area

Name of Organization/Business:			
Mailing Address:	City:	State:	Zip:
E-mail:	Website:		
Contact Name (print):	Contact #:		
Number of Days participating: (check day/days)	Saturday:	Sunday:	

Select (X)	Levels	Sponsorship Description	Cost	Fee(s)
	1	Tent Sponsorship	\$4,000.00	
	2	Fruit & Vegetable Sponsorship	\$2,500.00	
	3	Exhibits/Flower Show Sponsorship	\$2,000.00	
	4	Fair Ground Sponsorship	\$1,500.00	
	5	Support Sponsorship	\$1,000.00	
	6	Product Sponsorship (documents)	Products	
	7	Prizes Sponsorship (documents)	Giveaways	

	Additional Fee(s)	Cost(s)	Quantity	Fee(s)
1	Bench rental	\$3/bench		
2	Table rental	\$7/table		
3	Purchase KCFB Liability insurance coverage	\$125.00		
4	Entrance Passes	\$5/pass		
Include all fees on this line, Make check payable to 2023 KCFB Agricultural Festival . Any check returned by the bank will be assessed a separate \$50.00 processing fee.				

Level	Benefit Packages/ Negotiable
1	KCFB-provided tent 10x20 space, priority radio/ print ads, on-stage and fence banner placement, website, social media exposure, 2 tables, 2 benches, and 50 fair entrance passes.
2	KCFB-provided tent 10x10 space, radio/ print ads, on-stage and fence banner placement, website, social media exposure, 1 table, and 1 bench.
3	KCFB-provided tent 10x10 space, radio/ print ads, on-stage and fence banner placement, website, social media exposure, 1 table, and 1 bench.
4	Radio/ print ads, on-stage and fence banner placement, website, social media exposure. 25 fair entrance passes.
5	Radio/ print ads, fence banner placement, website, social media exposure.
6	Radio/ print ads, fence banner placement, website, social media exposure.
7	Radio/ print ads, fence banner placement, website, social media exposure.

2023 AGRICULTURAL FESTIVAL

Event Sponsorship Information

Sponsorship due April 29, 2023

A complete Sponsorship form with payment includes attached copies of current and applicable: **1) General Excise Tax Certificate, 2) Certificate of Insurance (COI) or \$125 payment for insurance coverage, 3) driver's license, 4) current vehicle insurance (if using vehicle at the event), and 5) State of Hawaii Department of Health's Temporary Food Permit (if applicable).** Sponsorship form and attachments should be postmarked no later than **April 29, 2023** and sent to:

Kauai County Farm Bureau
c/o 2023 Agricultural Festival
P.O. Box 3895
Lihue, HI 96766

Any checks returned by the bank due to insufficient funds or other bank processes shall be assessed a separate \$50 processing fee by KCFB. KCFB-provided tent space shall be given a map and an assigned location by June 2, 2023.

Sponsors are responsible to remove and clear all waste in and around their assigned tent area. A cleaning fee of \$100.00 shall be assessed after the event, if cleaning or clearing of your assigned area is required. Sponsors shall not dispose of any waste products within or near the festival ground(s).

Event Schedule

Sponsor's tent assignment: To be sent via e-mail by June 2, 2023.

Early Setup (June 16, 2023/ Friday): 2:00-6:00 pm

(Sponsor shall be responsible to secure their personal items.) **No in-ground stakes or other forms of in-ground securing of tents are allowed due to underground irrigation pipes.**

Security to be provided from June 14, 2023: 6:00 pm to June 19, 2023 to 2:30 pm.

Event Day #1 setup (June 17, 2023): 8:00 am - 11:00 am

Event Day #2 setup (June 18, 2023): 7:00 am – 9:00 am

(No vehicles shall be allowed for unloading or be on the field after 11:00 am on Saturday and 9:00 am on Sunday)

Event Times: Day #1 (June 17,2023/Saturday): 12:00 (noon) – 6:00 pm

Day #2 (June 18,2023/Sunday): 10:00 am – 5:00 pm

(No vehicles will be allowed on the field during the event. For emergencies, please contact the KCFB's Security (808- 654-1547) located by the Entrance Gate.)

Event Clean-up Day #1 (June 17,2023): 6:30 – 7:30 pm

Event Clean-up Day #2 (June 18,2023): 5:30 – 6:30 pm

Sponsorship Restrictions/ Requirements

1. Sponsors with KCFB-provided tent space shall have the primary use by the named businesses on the Sponsorship form and/or directly affiliated with that business and included in the sponsorship documents.
2. Use of KCFB-provided tents by the sponsor in an unsafe, objectionable, unhealthy or violates any legal rules or regulation shall not be permitted and subject to removal and/or termination of the sponsorship with the loss of paid fee(s).
3. Distribution and/or sales of novelty items shall not be allowed without the prior approval of KCFB and shall be specified as part of the sponsorship documents under "Giveaway".
4. Sponsor may not alter and/or expand outside the assigned and designated tent space.
5. Before, during the event and following the event closure/clean up, the Sponsor shall comply with and follow any and all KCFB policies/ procedures/ guidelines regarding health concerns, security issues, and other emergency situations. This includes any and all verbal instructions given by KCFB's authorized representative(s) in compliance with the fore mentioned rules, regulations, policies and guidelines. Compliance is necessary to ensure and to secure the health and safety of Sponsor, the public and festival volunteers.
6. Sponsors shall secure and safeguard their products, equipment/tools, signage, tables, benches, accessories and assigned area for the duration of the Festival. KCFB shall not be responsible for any Sponsor's losses due to fire, accident, theft, loss or injury, property damages, etc. while participating at the Festival.
7. In compliance with the County of Kauai's Zero Waste Policy, all serving ware(s) used

shall be compostable. Styrofoam and other non-compostable food serving ware and plastic utensils are prohibited for use at the Festival.

8. Sponsor shall remove and dispose such trash/waste products from the field at the end of each day. Sponsor shall not pour any liquids, semi-liquids, solids and/or semi-solid materials other than clean or gray water without particles on to the soccer field.

Agreement between KCFB and Sponsor regarding the 2023 Agricultural Festival

I am the responsible agent/representative for this organization/business. I have read, fully understand, and voluntarily agree to abide by the terms and conditions set forth by this Sponsorship form.

By signing this Agreement, I understand and release the Kauai County Farm Bureau (KCFB) and its directors, volunteers, and representative of any claims and/or actions from personal injury, death, and/or personal property damages or loss resulting or arising from participating in this event. I, further, agree to release, discharge and waive any rights to sue or bring any legal suits against KCFB and/or its directors, volunteers, representatives or others assisting in this event of all actions, causes of actions, damages, claims and/or other demands from the registrant, registrant's family members, business partners and/or from any registrant's party participating in this event from personal injury, death, personal property damage(s) or loss or other claims relating to this event.

Furthermore, I shall hold harmless KCFB and its directors, volunteers and representatives of any claims; and shall be responsible for any actions, causes of actions, damages, personal injury, death and/or property damages or losses by any participants attending this event.

Any disagreements and/or not following the agreed conditions for participation herein specified, KCFB shall have the final determination in all matters, not subject to alternative dispute resolution and shall take the necessary actions to resolve the situation(s).

This Agreement between KCFB and the Sponsor shall be governed by the laws of the State of Hawaii. Any violation of this Agreement between KCFB and the Sponsor, Sponsor shall be wholly responsible for any legal actions.

Under this Agreement, the KCFB shall not be responsible for Sponsor's financial business issues under this Agreement. Sponsor shall be solely responsible to report all their financial responsibilities from this Festival for the purposes of County, State and Federal tax liabilities.

In the event, the Agricultural Festival is canceled (example: natural damaging weather events) beyond the control of KCFB, KCFB will refund the Sponsorship fees. KCFB shall not be responsible for any Sponsor's loss(es) or damage(s) suffered due to the cancellation of the Festival.

(Print name clearly)

Signature

Date