

QUEEN KA'AHUMANU CENTER

January 2018

Aloha,

The Queen Ka'ahumanu Center (QKC) would like to invite eligible Maui Made products and artisans to our **maui made sunday** event **every 1st Sunday of the Month.**

The last two years vendors have seen a great amount of success and we are proud to have experienced such a large surge in vendors and shoppers! Take advantage of this opportunity to showcase your talent and product to both kama'aina and visitors alike, and network with fellow vendors in an affordable, comfortable venue with high traffic and live entertainment.

To be eligible to participate, you need:

- To be a business based in the State of Hawaii with current State GET license.
- Offer product/s made, manufactured, grown and/or created in the State of Hawaii. Products may include source materials made and/or found in the State of Hawai'i.

So, join us every 1st Sunday of the month for **maui made sunday**. We enjoy supporting you, our local talent and product!

Mahalo,

Toni
Toni Rojas, CMP
Marketing Director

Kauwela
Kauwela A. Bisquera
Digital Marketing & Events Coordinator

Luci

Lucille "Luci" Tsuzaki
Guest Services Representative

E: guestservices@qkcmanagement.com
P: 877-4325
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VENDOR INFORMATION

- Location:** Queen Ka'ahumanu Center
275 West Kaahumanu Ave., Kahului, HI 96732
*Center Court & Mall "wings" *
- Dates:** Every **1st Sunday** January 2018-December 2018
- January 7
February 4
March 4
April 1
May 6
June 3
July 1
August 5
September 2
October 7
November 4
December 2 & 16 (2 dates this holiday month/must sign up for both dates)
- *If there are any revisions to the dates/other events, we will notify, however revisions unlikely. Event will take place rain or shine. QKC is a covered venue.
- Time:** Load-in: from 8:30am
Event opens: 10:00am
Event closes: 5:00pm
Load-out by: 6:00pm
- Load in/out:** Available through docks 4 and 5 only, 5-minute active zone.
You must provide all own carts etc.
No late load in's or early load outs (see time above).
- Power:** Not available and portable power is not permitted
- Parking:** Is permitted in designated guest parking stalls only
- Permit/s:** A State of Hawai'i Department of Health Temporary Food Service Permit is required for specific food sales. If you are planning to provide food samples and/or selling food products that are not otherwise exempt from permitting, you are required to obtain this permit. You are responsible to make any payments necessary for this permit.
Permit forms available at the following site (copy & paste into browser):
<http://health.hawaii.gov/san/files/2013/06/MAUI-MOLOKAI-LANAI-TFE-APPLICATION-SAN-APP-TFE-03-15.pdf>



VENDOR INFORMATION CONTINUED

Booth: *QKC will provide:*

- (2) 6'x30" tables
- (2) chairs
- Free Wi-Fi

Note:

- Power not available and portable power not permitted
- No tents or additional floor setup permitted

Vendor to provide:

- Floor length cloth
- Banner for front of table (if you wish) with equipment to set the banner
- Table top product display only
- Backup product under table, however must be disguised
- Own cash and credit card payments (credit card payment option required)

Cost:

For 3 months or more: Booth Rental Fee \$55 plus 4.166% State tax (\$57.29 inclusive)

For 1 month: Booth Rental Fee \$75 plus 4.166% State tax (\$79.16 inclusive)

- All payments due (5) business days following application acceptance & is non-refundable
- Payment may be made by cashier's check or business check only, made payable to:

QKC Maui Owner, LLC

Mail to: Queen Ka'ahumanu Center
Attention: C. Michaud
275 Kaahumanu Ave., #1200
Kahului, HI 96732

- Booth space based on first-come, first-served and QKC has right to assign space
Requests may be made, but are not guaranteed
- Once a payment is received, no refunds will be made. All payments are non-transferable.
- QKC has the right to release any vendor from participation for any reason
- For month of December 2018, 2 MMS dates are scheduled and must be purchased together

Entertainment: QKC will be providing entertainment throughout the duration of the event.

Marketing: *QKC to provide:*

Print advertising, Radio advertising, Social Media (ongoing)
Promotion ads are currently running on NCL Cruise Ships

Vendor to provide:

Your company logo (JPG, TIFF, PDF files accepted)
Social Media support where possible (post event on your platforms)
Photography/videography release for QKC promotional purposes

Questions? guestservices@qkcmanagement.com



VENDOR APPLICATION

Please complete all the following areas clearly. If it does not apply, please notate N/A.
Deadline for applications is 30 days prior to event date. Application submittal does not guarantee space.

Vendor Contact Information		
Registered Business Name	GET License Number	
Mailing Street Address	City, State, Zip	
Point of Contact Name	Title	
Business Email	Phone	Facsimile

Product Overview





Please provide an outline of the type of products you manufacture.

Where can your products currently be purchased?

Your website: _____

Are you active on social media? (circle) Yes | No

If yes, name used: _____

Circle platforms you are active with:    

Please ensure that you connect with us @QKCMaui #ShopQKC #DineQKC #PlayQKC #IAMQKC



VENDOR APPLICATION DATES

Business Name _____

Product _____

Please reserve (1) table for my company for the following 2018 dates. Circle all dates you are interested in.

Month	Day of Month	Number of Booths	Price per booth BY-THE-MONTH (inclusive of tax)	Price per booth 3-MONTH-MINIMUM (inclusive of tax)	TOTAL
January	7		\$79.16	\$57.29	
February	4		\$79.16	\$57.29	
March	4		\$79.16	\$57.29	
April	1		\$79.16	\$57.29	
May	6		\$79.16	\$57.29	
June	3		\$79.16	\$57.29	
July	1		\$79.16	\$57.29	
August	5		\$79.16	\$57.29	
September	2		\$79.16	\$57.29	
October	7		\$79.16	\$57.29	
November	4		\$79.16	\$57.29	
December (2 dates required this month)	2 & 16		For 2 Dec. Dates: \$158.32	For 2 Dec. Dates: \$114.58	
TOTAL					

Please note:

- For the month of **December Holiday Season**, you must purchase both the 1st and 3rd Sunday
 - **Confirmation:** We will notify you within (7) days of receipt of your application, and payment if your application has been accepted. Management reserves the right to refuse any applicant.
 - **Reservation:** Space location will be advised by Thursday, the week before the event
 - **Payment:** Payment must be received with your initial application for your first month. For months thereafter, payment must be received (10) business days prior to event date.
- Multiple companies are not permitted to share the same booth.
- **Receipt:** Your processed check is your receipt.

The undersigned hereby warrants that the information set forth is true and correct, and agrees to notify Queen Ka'ahumanu Center of any changes. I have also read and agree to all terms noted herein.

Print Applicant Name _____

Applicant Signature _____

Date _____