Wildhorse Resort & Casino
Pendleton, Oregon

26th Annual Pow Wow
July 1, 2 and 3, 2022

WILDHORSE
RESORT & CASINO

WELCOME

Thank you for your interest in our annual Pow Wow. We are located just outside Pendleton, OR at the base of the Blue Mountains. It is the homeland of the Confederated Tribes of the Cayuse, Umatilla and Walla Walla Tribes (CTUIR). The Pow Wow begins on Friday with Grand Entry at 7pm. The Pow Wow concludes with an awards ceremony on Sunday. In the past this has taken place around 7pm.

We expect 4,000-5,000 visitors over the three days and our Pow Wow is free and open to the public.

Adjacent to Wildhorse Pow Wow you will find Arrowhead Travel Plaza which offers complete fuel services and a McDonald's restaurant. Across from Wildhorse is a Subway Restaurant. Access to Wildhorse Pow Wow is easy on/off at exit 216 from Interstate 84 east or west bound. Also, tribally owned Mission Market is just down the hill at the four corners.

VENDOR TERMS & CONDITIONS

VENDOR SET UP TAKES PLACE ON THURSDAY JUNE 30 FROM 1-6PM

- Vendors may set up between 1-6pm on 6/30/22 and again on Friday 7/01/22 from 9am-1pm
- Inspections start at 12pm on Friday, 7/01/22. Vendors are inspected once they are ready and must be completed no later than 3pm.
- Food vendors: all workers (and all helpers) must have a food handlers certificate.
- Vendor spaces assignments take place after completed application and food handlers permits are received by Pow Wow Committee.
- Vendors must be in place no later than 1pm on Friday. Vendors will not be allowed to set up after this time. Please note requirements for electricity, see application.
- The CTUIR requires food vendors to complete a Temporary Restaurant Application and pass an inspection.

1. Application Due Date

Applications must be received by June 20, 2022 to be considered. Those application that are received by committee fully complete will be contacted by email to secure/select a space at the Pow Wow.

2. This is not a contract

The Wildhorse Pow Wow reserves the right to select or decline any vendor based upon the application submitted, vendor history, appearance, food quality, product mix and other factors as determined by the Wildhorse Pow Wow Committee.

3. Vendor Location

Wildhorse reserves the right to change any vendor's space at their discretion. Once all fully completed applicants are assigned a space, the remaining spaces may be assigned to "walk-ins." Space assignments for "walk-ins" are based on availability and may also be based on grouping like vendors.

4. No Guarantee on Product Exclusivity

The Wildhorse Pow Wow does not guarantee product exclusivity. However we may limit the number of like vendors/products and allow for appropriate spacing. Wildhorse will try to balance the need for vendors to generate sales and the needs/wants of the general public.

5. Pepsi Products

All food vendors are encouraged to sell Pepsi products, however, these items may be of any brand: coffee, tea, hot chocolate. Please check with vendor coordinator if you need clarification.

6. Check-in

The vendor coordinator will be on-site for check in at 1pm on Thursday. We will issue a vendor number and parking passes at the time of check-in. Pre-registered vendors are approved to set up without checking in and must be in place by 1pm on Friday. Walk-in vendors will have to wait until all pre-registered vendors have been assigned a space.

7. Set Up and Tear Down

Vendors must be in place no later than 1pm on Friday, July 1, 2022. The vendor area is accessible for loading/ unloading from 1-6pm on Thursday and 9am-1pm on Friday. The Wildhorse Security Team checks parking passes to vendor vehicles. Passes are not transferable. Tear down allowed no earlier than 5pm on Sunday. Vendors are not permitted to park or camp at their site. WRC Security staff at the vendor area 24hrs/day during the Pow Wow.

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8. Food Handlers Certification
All food vendors and all their employees must provide a valid copy of their Food Handlers Certification with the application. The certificate(s) must be displayed in full view during the hours of operation. Food Handlers certification may be obtained through the Oregon Department of Health Food Handlers Permit division at www.orfoodhandlers.com or 541-278-5432, 541-278-6394.

9. Inspection and Safety
All vendors are subject to inspection and inspection begins at 12noon on Friday and as needed throughout the weekend. Vendors may open for business once they have been inspected. If you are late to set up, you may not sell until an inspector is available. Inspection includes:

a. All Food Permits are current and on display
b. Power supply usage
c. Clean, sanitary and inviting space, with own garbage receptacle.
d. Fire extinguisher required for food vendors
e. Food vendors must connect to grey water tanks.

10. Appearance
It is mandatory for all vendors to maintain a clean and inviting space. This is especially true for food vendors. All vendors must take their garbage to the large dumpsters provided. Do not use the public garbage cans.

11. Misc.
Ice available for purchase each day. Hours of availability are Friday 6-10pm; Saturday noon-10pm and Sunday noon-6pm (subject to change and based on availability). Camping is available for a fee at the Wildhorse RV Park and in certain designated areas at no charge. Pets are formally allowed in the RV Park, they are discouraged from the Pow Wow grounds.

12. Restrictions
The Wildhorse Pow Wow committee reserves the right to restrict the selling of certain merchandise it deems inappropriate. Use of music and other sound equipment is restricted and evaluated on a case by case basis. No weapons or replicas.

13. CTUIR Tribal Members, Non-Profit groups Members of the CTUIR are allowed a 50% discount on vending fees. Discount does not apply to electricity. Please note "CTUIR" on vendor application. Non-profit groups may register for a 10'x10' space at no charge. Wildhorse Committee reserves the right to limit the number of Non-Profit booths. CTUIR members are included in the pre-registration process.

14. COVID Procedures | Masks are a personal choice. If you are sick, stay home. Social distancing is recommended. Please wash hands/sanitize hands frequently. Because COVID-19 is extremely contagious and is spread mainly from person-to-person contact, WRC has put in place preventative measures to reduce the spread of COVID-19. However, WRC cannot guarantee that its participants, volunteers, partners, or others in attendance will not become infected with COVID-19. WRC is not liable if anyone contracts COVID.

VENDOR OPTIONS

1. Spaces and Fees - Arts/Crafts, Food

10'x10'-$200
10'x20'-$300
10'x30'-$400

• Payment must be included with application. No refunds are available. If you are not able to attend, fee will be applied to the following year's event. You must notify Pow Wow committee prior to June 30 if you will not be in attendance.

• Non-registered vendors may be accepted based on availability and are not guaranteed. Fees for walk-in vendors are the same as listed above. There are no prorated fees for one or two day sales.

- Food vendors will be grouped together. Acceptance is based on the date application is received, products for sale and available space. Vendors may not change assigned space.
- Vendors must supply own tables and chairs
- Electricity is available for a fee. Circuits are 20 AMPS/110V. Electricity is limited and therefore not guaranteed.
- Crowd sales are allowed and the fee is $10. Permits must be obtained prior to selling and are available at registration desk.
- NOTE: personal/portable generators are not allowed. No potable water is available. Vendors must be self contained. There is NO waste oil disposal.

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Space Number _____

Date Paid _____

VENDOR APPLICATION *Reserve your space now. Space is limited. Email: events@wildhorseresort.com*

Company Name_____

Contact Person _____ Phone ( )_____

Email_____

Address_____ Tribal affiliation:_____

City_____ State _____ Zip _____

Food Vendor ☐ Yes ☐ No Items for sale _____

_____

Please Check All

Booth Size	**Purchase Electricity**	**Total Due**
☐ 10' x 10' **$200**	$40 for 20amp (110volt) circuits, ***you supply own cords***	*Booth* = $_____
☐ 10' x 20' **$300**	☐ None ☐ 3 ***$100***	*Electricty* = $_____
☐ 10' x 30' **$400**	☐ 1 ***$40*** ☐ 4 ***$130***	*Total* = $_____
	☐ 2 ***$70*** *(those with freezers must purchase two)*	

Fees
Payment due before June 20, 2022. For payments received after June 20, 2022 space is not guaranteed.

Electricity is $40 - 20 amp (110volt) circuit (plug-in).
Electrical requirements outside of one 20 amp (110v) must be requested in advance at additional cost. Electricity availability is not guaranteed. Vendors with freezers must purchase two circuits.

Checks payable to: Wildhorse Resort & Casino attn. Pow Wow Vendor. Returned checks will be charged an additional $25. The fee is required with submission of the application. Incomplete applications will not be processed.

Make sure to include:

1. Completed application
2. Signed check or money order **payable to: Wildhorse Resort & Casino**
3. Copy of Vendor Food Handler's Permit(s)(if applicable) individual permits required.
4. NOTE: we are not able to accept/process credit/debit cards

Return to:
Wildhorse Resort & Casino
Attn: Pow Wow/J. Luke
46510 Wildhorse Blvd.
Pendleton, OR 97801

Vendor placement is at the discretion of Wildhorse. There are no reserved spots and vendors will be assigned spaces in the order fully completed applications are received. Please email juliana.luke@wildhorseresort.com with any questions, comments or concerns. Thank you!

I agree to hold harmless Wildhorse Resort & Casino, its' sponsors and organizers of the Wildhorse Pow Wow for any lost, stolen or damaged property or personal injury whatsoever (including weather related events) during this event. I agree to abide by the policies and rules governing the Wildhorse Pow Wow.

Signature _____ Date _____

Phone: 800-654-9453 ext. 1567

WILDHORSE RESORT CASINO