



PAYSON SCOTTISH FESTIVAL

Clan Booth Space Registration Form

Festival Date: **July 10-11, 2019**
Festival Location: **Payson Memorial Park 250 South Main Street**

Entry Form Due Date:
Application Late Fees: **30-May 2019 – on or before this date**
On Site Booth Schedule: **After June 1, 2019, a \$20 Late Fee applies to late registrations**
Exceptions to Schedule: **All exceptions are at PSFA Director’s discretion**

Make checks payable to: **Payson Scottish Festival Association**
c/o DeAnne Thomas
77 East 200 North
North Salt Lake,
84054

Festival Director: Cody Hoagland (385) 685-3245
Clan Relations: Deanne Thomas (801) 425-3400 **Call for any questions or clarifications.**
E-mail: psfa.clans@gmail.com

Clan: _____ Representative: _____

Contact Phone#: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Alternate Representative: _____ Alt. Phone #: _____

****You will need to have access to internet to receive your registration information.***
****Pick up your parking passes and a schedule of events from the Welcome Booth before you set up on Friday.***

Please Send My Clan Packet to: Email address _____
Alternate email address _____

Are you a Returning Clan? Yes ___ No ___

Do you plan on selling any items other than clan items or information? (See below)
Yes ___ No ___

Booth Rental Space

10' x 10'/12' - **\$45** 10'/15' x 15' - **\$60** 15'/20' x 20' - **\$70** \$ _____

Note: No spaces available for clan tents larger than 20'x20'

Late Fee (applications received after June-1) **\$20.00** \$ _____

Bring Your Own: Canopy, table and chairs

Clans receive two (2) parking permits with registration. **Max permits allowed is six (6).**

Extra permits \$5 each. You may purchase up to 4 additional \$ _____

Extra Permits needed: 1 ___ 2 ___ 3 ___ 4 ___

TOTAL FEES ENCLOSED: \$ _____

VENMO is available to pay Fees. **Contact Deanne Thomas (801) 425-3400** for instructions.

- All fees are non-refundable - no exceptions.
- A **\$35** fee is charged on all returned checks.
- Electrical Access: One (1) 110v outlet - **\$30** payable to **City of Payson** \$_____

FESTIVAL AGREEMENT

By signing and submitting this Registration form, you agree to all requirements as detailed in this registration form in its entirety.

Date

(Signature of Representative)

GUIDELINES AND POLICIES:

- **No Dogs, Bicycles or Skateboards/scooters are allowed on the park premises at any time.** Per Payson City ordinance *15.2.4.5 Animal Regulations*.

<http://www.paysonutah.org/img/File/CityCode/Title%206%20Adopted%2002-20-13.pdf>

PARKING for Vendors, Clans, Athletes, Dancers & Pipes & Bands:

- Parking for **Food Vendors** for two (2) vehicles is directly behind the food booths along the north edge of 200 South.
- Additional parking is located at the LDS chapel parking lot across west from the park.
- Parking for **Merchant and Non-Profit Vendors** is in the chapel parking lot to the west of the Park. You may not park anywhere on Main Street between 200 South and 300 South. You will receive 2 passes which is included in your registration or application fees. Maximum number of passes is 4 due to limited parking space and legal issues.
- Parking for **Clans** is the parking lot on the north side of the park or the chapel parking lot.
- Parking for **Athletes** is the parking lot on the east side of the park or the school parking lot. You will receive 1 pass which is included in your registration or application fees.
- Parking for **Pipes & Bands/Solos** is the chapel parking lot. You will receive 1 pass for an individual soloist unless you are attending with a band, in which case you will use your band passes. Bands will receive one (1) pass per vehicle being used during the competition for travel which is included in your registration or application fees.
- Please write in the license plate number of the vehicle being used on the pass when you park. These passes cannot be transferred from one vehicle to another. Display clearly in the vehicle's front windshield.
- **Vehicles without permits will not be allowed to park in designated areas and are subject to be towed at owner's expense.**

Public Parking

- There will be **absolutely no public parking along 200 South between Main Street & 100 East or along Main Street between 200 South and 300 South.**
- This area is for food vendors and serves as an access to PSFA and Payson City personnel involved with the Festival as well as Bandstand performers. It is also a safety zone for the area between the chapel and the park.
- Any vehicle parked along 200 South in this area must have a valid PSFA parking permit; vehicles without valid permits are subject to ticketing or fines determined by Payson City Police.

FESTIVAL SCHEDULE

- Ceilidh: Friday night 6pm-9pm at Bandstand Stage
- Saturday Bandstand Performances commence at 9:00am and continue all day into the early evening and the Festival officially ends at 7 pm.
- **Gathering of the Clans** at Saturday morning 11:45 am at the small corner lot northwest of the main park.
- **Opening Ceremonies** takes place at on Main Street at 12:00 pm as directed by Festival personnel.
- **Dance, Athletic & Pipe & Bands Competitions** are in their designated locations throughout the day. Individual awards for Dance and Athletics are presented immediately after their competitions in their respective locations. Pipe & Bands Awards are presented at Closing Ceremonies on the Piping Field.
- **Closing Ceremonies and Clan of the Day Award Presentation** at 5:30 pm , southwest corner of the Festival park.

BOOTHS & CLAN TENTS

- Food is sold only at the registered Food Booths, with the exception of those vendors that have prior approval for pre-packaged items. Merchandising requires a Utah Sales Tax Form be filled out upon arrival and setup.
 - All Booths & Clan Tents are expected to remain open and available to the Festival participants until 6 pm Saturday.
 - Any exception to this Festival Schedule must be cleared with the Festival Director.
 - **Vendor Booth Set-up:**
 - *Set up on Friday between 7am and 4pm
 - *Set up on Saturday by 8am
 - Large tents and all tents that are rented from local rental shops should be set up on Thursday. Contact Director to set up a time to meet at the park to make sure these are set up in the correct location.
 - Vendors must be prepared to attend their space for the full duration of the Games.
 - Leaving the Festival early or arriving late needs to be *pre-approved by Festival Director*.
 - Booths are to be set up by Friday 5pm and remain open to the public until 6pm Saturday.
 - *Exceptions to set up schedule require prior arrangement with Festival Director.*
 - Vehicles may use the paved roadways in the park to unload equipment and supplies but must stay off the grass areas with their vehicles.
 - After unloading, please remove your vehicle as soon as possible and park in the one of the designated Parking Lots.
 - For safety, vehicles must leave the grounds by 4 pm Friday, 8am on Saturday - no exception.
 - Vendors provide their own table coverings and sun/rain/wind protection. There are a limited number of tables and chairs for rent from PSFA.
 - Vendors are responsible for removing their garbage to dumpsters north & south of the park.
 - Please leave the trash cans inside the park for patron usage.
 - Overnight camping is NOT allowed on the Athletic Field at any time.
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- **Vendor Booth Take-Down**
 - All sleep tents must be removed from Park grounds by 7am Saturday.
 - It is expected that Vendor Booths be available to the public until 7 pm on Saturday. Booths can be taken down after 7 pm on Saturday. *Exceptions by prior arrangement only.*
 - All participants are expected to be completely off the park premises by 10pm Saturday
 - Vehicles may use the paved roadways only to *quickly* load up & exit the Park after 7pm.

RV's

- RV's, trailers and other large vehicles may be parked in the lot just EAST of the park overnight.
- For liability reasons, NO VEHICLES may be parked overnight in the church parking lot as per the church's policies. Vehicles left in the parking lot overnight are subject to ticketing or towing as per the determination of the Church's facility management group.
- Please let us know the length of your unit so we can make sure there is room for you. Otherwise, there is plenty of room at the Walmart parking lot for overnight parking.
- There are no hookups - Dumping is not available nor allowed.
- Any exceptions will be evaluated on an individual basis by the Festival Director.

Payson City Restrictions:

- **Fires:** No open fires, or gas/charcoal/electric grills are allowed in Merchant Vendor areas.
- **Hook-Ups:** Water & Sewer Hook-ups are not available in the Memorial Park grounds.
- **Dumping:** No dumping of any kind is allowed. Park trash receptacles are to remain in place.
- **Electrical:** Access is by prior arrangement. Provide your own cords.
- **Alcohol:** Sale or consumption, as well as illegal substances, is prohibited in the Park per Payson City ordinance 15.2.4.9 Possession or Consumption of Alcoholic Beverages
- **No Pets:** Per Payson City ordinance 15.2.4.5 *Animal Regulations*, Dogs, cats, birds, reptiles and other pets are NOT allowed in the park without permission authorized on a temporary basis by the Superintendent of Parks and Open Space of the City of

Payson. <http://www.paysonutah.org/img/File/CityCode/Title%206%20Adopted%2002-20-13.pdf>

****Please note that failure to comply with these requirements will jeopardize the opportunity for you or your organization to participate at this or future Payson Scottish Festival events.***

Area Motels / RV Parks:

Quality Inn	Western Inn	Best Western
820 South Main Street	632 Kirby Lane	1455 North 1750 West
Payson, Utah 84651	Spanish Fork, Utah 84660	Springville, Utah 84663
801 465-4861	801-798-9400	(801) 489-3641

Thanks for joining the Payson Scottish Festival, "Most Beloved Festival in Utah"

Your patronage and participation is valued and much appreciated.

I'd appreciate hearing from you about your experience.

Cody Hoagland

Payson Scottish Festival Director