



Oahu Intertribal Council

501(c)(3) Tax ID 46-3291466

47th Annual Honolulu Intertribal Powwow

VENDOR APPLICATION

WHEN: September 9-10, 2023, 10am – 5pm
 WHERE: [Bishop Museum](#), 1525 Bernice St., Honolulu, Hawaii, 96817
 VENDOR FEE: Craft & Food \$250.00; Education (no sales) \$75.00

Completed applications and payment received by May 1, 2023, will receive 2 free powwow t-shirts. Final application and payment deadline is **August 1, 2023.**, anything after this date will not be accepted, as well as incomplete applications or non-payment.

Our goal is to partner with the Native Hawaiian community to perpetuate the American Indian, Alaska Native, and First Nations culture and heritage by sharing our music, dance, native foods, and arts & crafts with our community in Hawaii.

VENDOR INSTRUCTIONS

Vendor’s fee is for two (2) days per space, sharing of booths is not allowed. Fees are payable in the form of:

- Postal money order or cashier’s check made payable to the [Oahu Intertribal Council](#).
- PayPal & Venmo are accepted and may require a small processing fee.

Craft Vendors - visiting (out-of-state) and local will be provided for \$250.00:

- One (1) 10’x10’ covered space
- Two (2) 8’x2’ tables and two (2) chairs, extra table is \$20.00, max 3 tables.

Educational Vendors - visiting (out-of-state) and local will be provided for \$75.00:

- One (1) 10’x10’ covered space
- One (1) 8’x2’ table and two (2) chairs, no extra tables

***2023 VENDOR CERTIFICATE OF LIABILITY INSURANCE REQUIREMENTS**

All **craft and food** vendors must provide own insurance with application:

- Have General Liability Insurance with limits of at least \$1,000.00 occurrence and \$1,000,000 aggregate.
- Issue a Certificate of Insurance with the following information as “Additional Insured”:

Oahu Intertribal Council, PMB #135 590 Farrington Hwy., #210 Kapolei HI 96707	Bishop Museum 1525 Bernice St Honolulu HI 96817	Dates: September 9-10, 2023 (2 days insurance)
Please feel free to contact insurevents.com or your events insurance provider.		
Optional “After Hours” or Pau Hana event on Friday, September 8, requires 3 days insurance. *See page 3		



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WRITTEN NOTICE OF CANCELLATION FOR FULL REFUND OF BOOTH FEES MUST
BE RECEIVED IN WRITING AND POSTMARKED NO LATER THAN
July 31, 2023

2023 VENDOR BOOTH RULES AND REGULATIONS

The 47th Annual Honolulu Intertribal Powwow is presented by the [Oahu Intertribal Council](#), a 501c-3 nonprofit organization. The proceeds from this event go to facilitate cultural, educational, and community events for American Indians, Alaska Natives and First Nations people living in Hawaii.

The Vendor Application and the following Rules and Regulations will govern admission to and the right to sell at the Powwow. Please review carefully as several rules have either changed or been updated.

1. No vendor walk-ins are accepted.
2. Powwow will continue, rain or shine. There will be no cancellation due to rain.
3. The Powwow staff will assign crafter's booths on a first-come, first-served basis. The final assignment of booth spaces will be at the discretion of the staff and will remain set throughout the powwow, no exceptions.
4. Vendor's entire booth and display shall be confined to an area not to exceed 10' wide and 10' deep.
5. Vendors will unload and then remove all vehicles from the loading /unloading zone for the duration of the Powwow. Please set up your booth after unloading and removing your vehicle. Vendors are prohibited from driving on the Bishop Museum's lawn at any time.
6. Vendors agree: 1) that they are responsible for hauling out all empty boxes, cartons, and other rubbish from their assigned area at the end of each day, 2) to leave their booth space in a good, clean, and tidy condition. All trash is to be taken and disposed of in the large dumpster at the Bishop Museum.
7. Vendors are personally responsible for all taxes, be that excise, income, or any other levy relating to their income taken from this Powwow. The Oahu Intertribal Council assumes no responsibility for the collection of the Hawaii general excise tax as required by law.
8. The Powwow staff reserves the right to revoke the privilege of admission to and selling at the Powwow, of any vendor, who violates this agreement at any time.
9. This agreement cannot be changed or altered in any way or otherwise transferred by either party without the written consent of the parties and shall not be considered a joint venture or partnership between vendors and sponsoring organizations.
10. In signing this application form, I do hereby agree to and do indemnify, hold harmless and defend the Oahu Intertribal Council from and against; any and all liability, responsibility, loss, damage, cost or expenses of any kind whatsoever (including, but not limited to cost, interest and attorney's fees) which the Oahu Intertribal Council may incur, suffer, be put to pay or be required to pay, incident to or arising directly or indirectly from any intentional or negligent act or omission by applicant.



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11. Vendors are responsible for their own security at all times.
 12. All craft vendor products, merchandise, or goods for resale must only be made/hand-crafted that includes, but is not limited to: America Indians, Alaska Natives, First Nations, Native Hawaiian and other Polynesian/indigenous cultures within the US, Canada, South Pacific Islands, Australia, New Zealand. The Powwow Committee shall have the final decision regarding this requirement.
 13. Sale of knives, axes, hatchets, bows and arrows, slingshots or anything that can be considered a weapon shall be prohibited on [Bishop Museum](#) property.
 14. Merchandise, flags and banners cannot be displayed from Bishop Museum trees, tables or benches.
 15. Vendors may park their vehicles in designated vendor areas for \$5.00/day, based on availability. Street parking is limited; car-pooling, ride-sharing or taxi services are encouraged.
 16. Vendors are strongly encouraged to follow the [CDC](#) and the [State of Hawaii](#) recommended guidelines regarding COVID-19.
 17. Vendors may not display or sell any items that contain materials derived from animals which are considered endangered or might otherwise be considered in violation of local, state and/or Federal laws.
 18. By signing this agreement, vendor fully accepts and assumes all risks and responsibility for losses, costs and damages that may occur as a result of inclement weather, theft, damage by fire, accident or other causes beyond the control of the [Oahu Intertribal Council](#).
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Optional "After Hours" or Pau Hana event – Friday, September 8, 5:00 pm – 9:00 pm

- This is put on by the Bishop Museum, it is separate from OIC and the powwow.
- They will have entertainment, bar/wine tent, and a keiki (children's) zone.
- Tents, tables and chairs will be set up for this event and will remain there for the powwow.
- OIC will have their own frybread booth there
- You will need to provide own insurance for this event
- Craft Vendor fees: 1) Local - \$100.00, 2) Visiting - \$150.00
- Register online at <https://www.millwoodohanaproductions.com/coming-soon>



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VENDOR FORM

BUSINESS NAME				
VENDOR NAME				
TAX ID #				
TRIBAL AFFILIATION				
ADDRESS				
CITY		STATE		ZIP
EMAIL		PHONE		

Description	Quantity	Subtotal
Craft/Food Vendor fee (250.00)		
Education Vendor (75.00)		
Extra table (20.00)		
	Total ENCLOSED	
Cashier's Check #		
Money Order #		

***Must include a copy of your vendor insurance to accept your application & payment.**

Payments may be made via **PayPal** by clicking [here](#), or **Venmo**, click [here](#)

Please submit application, check/money order to

Oahu Intertribal Council, PMB #135, 590 Farrington Hwy, #210, Kapolei HI 96707

Email questions to honolulupowwow@gmail.com

In signing this application form, I do hereby agree to and do indemnify, hold harmless and defend the Oahu Intertribal Council from and against; any and all liability, responsibility, loss, damage, cost or expenses of any kind whatsoever (including, but not limited to cost, interest and attorney's fees) which the Oahu Intertribal Council may incur, suffer, be put to pay or be required to pay, incident to or arising directly or indirectly from any intentional or negligent act or omission by applicant.

Sign your name in print version, type your name if completing electronically

Date

List of Merchandise	