



CASTLE ROCK FESTIVAL OF LIGHTS

VENDOR APPLICATION

Crafters Marketplace & Food Vendors

December 12, 2026



VENDOR INFORMATION

Contact Name: _____

Address: _____

Phone / Email: _____

Website / Facebook: _____

Describe what you are selling, including price range. Food vendors: include a menu.

SPACE & OPERATING REQUIREMENTS

Spaces Needed (10 x 10): _____

Electricity Needed: Yes ☐ No ☐

Size of Food Trailer or Truck: _____

Food vendors: Include a photo of your electrical plug.

FOOD VENDOR DOCUMENTATION

Secured licenses and permits: Yes ☐ No ☐

Secured insurance naming the City of Castle Rock / CRCDA as an additional insured: Yes ☐ No ☐

Signature: _____

Date: _____

FEES & PAYMENT

Vendor spaces: **\$50** per 10 x 10 space

Food vendor spaces: **\$75** per 10 x 10 space

Please return the completed application and payment.

Make checks payable to: **CRCDA (Castle Rock Community Development Alliance)**

Please write **CRCFOL** in the memo line.

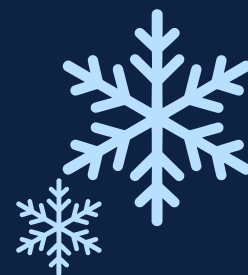
MAIL COMPLETED APPLICATIONS TO

Castle Rock Festival of Lights
c/o CRCDA
PO Box 931
Castle Rock, WA 98611



Space is limited.
Applications require pre-approval.





Vendor Rules & Requirements

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VENDOR RESPONSIBILITIES

- All applications must be accompanied by payment. Space is limited.
- All applications must be pre-approved to avoid duplicate vendors – checks will be returned if you are not accepted as a vendor.
- Food vendors are required to have a Cowlitz County Health Permit.
- Food vendors must be licensed and possess a permit from the WA. Dept. of Revenue
- Food Vendors are required to show proof of insurance w/CRCDA or City of Castle Rock as additionally insured.
- All vendors to be set up morning of event, from 10:00 am to Noon and will be assigned booth space the morning of the event. Special arrangements can be made for larger setups.
- All booth space is outside, you must provide cover from weather.
- Vendors will provide own table(s), chair(s), displays, table cloths/skirts.
- Booth must be completely set up and vehicles removed by 12 pm.
- No vendor shall assign/sub-lease any part of their space or vendor will forfeit right to their area. Vendor agrees to be open for business during festival hours (2 pm to 7 pm). No late setup or early tear down – if doing so, may forfeit the right to future participation.
- Please note that vendor fees are non-refundable, regardless of attendance.
- All small in-home food vendors are required to hold a valid Cottage Food License issued by the Washington State Department of Agriculture.

Signature

Printed Name

Date

Indemnification and hold harmless agreement

- The vendor agrees to accept full responsibility for the quality of any and all goods sold by the vendor and/or the vendors organization at the Castle Rock Festival of Lights
- Hold Harmless - Applicant shall defend, indemnify and hold harmless the City of Castle Rock and the CRCDA, their officers, officials, employees and volunteers from and against any and all claims, suites, actions or liabilities for injury or death of any person. or for loss or damage of property. which arises out of acts of omissions of the applicant, its employees, volunteers, representatives or vendor, or member of the public, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sold negligence of the city of Castle Rock and/or the CRCDA

Signature

Printed Name

Date

