

**Treasure Valley
Impact Day 2026
Vendor Agreement**



1. The Vendor will have access to the event location and shall show up at the designated time to set up their assigned booth area, supplies, signage, and equipment. The vendor is responsible for providing all necessary plates, napkins, utensils, equipment, tent, supplies, adequate staffing, and set-up and tear-down. The vendor shall have access to the location for 1 hour after the event's conclusion to dismantle and remove all items brought to the location by the Vendor. Tear-down shall not commence until directed by the Idaho Black Community Alliance (IBCA). The Vendor shall leave its assigned booth or food truck location clean and in the same condition, it was before the Vendor occupied it, and with trash neatly compiled for pick-up.
2. The Vendor's booth area shall be assigned by the **IBCA Operations Manager**. The Vendor shall not exceed this area or impede other vendors assigned areas. All Vendor advertisements, banners, and displays must be confined to the Vendor's assigned booth rental area and preapproved by IBCA Board. The Vendor is responsible for always maintaining and securing their assigned area. Vendors must also provide adequate professional signage identifying their business name and menu. Members of the IBCA Board reserve the right to inspect the Vendor's booth area at any time.
3. This is a family-friendly event, and we ask that all vendors dress appropriately. The vendor is responsible for ensuring that their staff members are dressed in a clean, neat, and professional manner and conduct themselves accordingly throughout the event.
 - a. Dress Code: Staff must be properly groomed and clothed in a clean and neat fashion. Clothing should not feature any offensive, cultural, or political material.
 - b. Alcohol Policy: Vendors and their staff are prohibited from drinking alcohol during the event or possessing alcohol (except for staff working in the beer garden may handle alcohol but not drink).
 - c. Identification: It is recommended that staff wear clothing or uniforms that clearly identify the vendor's company or label them as staff.
 - d. Conduct: Staff must always conduct themselves in an orderly and professional manner.
 - e. Noise: No loud music, noise, or sound amplification devices are allowed to be used by the vendor's staff during the event.
 - f. All behavior and attire are subject to review by the event organizers (IBCA).
4. The Vendor may announce and promote its participation in the IBCA via print, radio, television, and social media outlets. However, the Vendor must use the official IBCA logo and the official event name, "Treasure Valley Impact Day" in these promotions, upon pre-approval.
5. The Vendor hereby agrees to the extent allowable by law to defend, indemnify, and hold harmless the Idaho Black Community Alliance, Idaho Black Community Alliance Board members, its agents, officers, and volunteers from any claim, damage, liability, and costs (including reasonable attorney's fees and costs of defense) arising in whole or in part and any manner from acts or failure to act, omissions, breach or default of the Vendor or its employees, agents, and volunteers.
6. The Vendor further agrees to the extent allowable by law to defend, indemnify, and hold harmless the Idaho Black Community Alliance, Idaho Black Community Alliance Board members, its agents, officers, and volunteers from any claim or allegation that any process, equipment, goods, services, and consumables provided by the Vendor in connection with the IBCA constitute an infringement of any U.S. patent, trademark, copyright, or other proprietary rights of any third party.
7. The Idaho Black Community Alliance, Idaho Black Community Alliance Board members, its agents, and officers reserve the right to refuse any application for just cause.
8. Vendors agree to attend meetings or training as required by IBCA.
9. In the event of a dispute between the parties, the sole means of a resolution shall be via mediation. The parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement, or any breach hereof or any work performed hereunder, promptly by negotiation between executives who have the

authority to settle the controversy. The parties shall share equally the costs and fees of the mediator. Each party shall pay its costs and attorney's fees incurred in mediation or any subsequent litigation.

10. The Vendor shall maintain ALL Federal and State required professional licenses and permits and must provide a copy of each with this signed Agreement.
11. The Vendor is responsible for its point of sale, cash tills, and any change required to be performed during the event. The Vendor is responsible for complying with all applicable state, city, and county laws and regulations, including sales and tax reporting requirements.
12. The Vendor shall provide their electric services (generator) during the event. The generator size and model shall not exceed 55 decibels and must be approved by the IBCA Operations Manager. If a Vendor needs internet, wi-fi, or a hotspot, it is the responsibility of the Vendor to provide its own.
13. The Vendor shall purchase and provide proof of insurance during the entirety of this Agreement.
14. The Vendor shall email a copy of its scheduled menu no later than June 1, to contactus@idahobca.org for display on the IBCA website.
15. The Vendor certifies that it is an independent contractor and is granted the personal privilege to use the assigned space for concession for the IBCA. Nothing contained herein shall create any relationships, contractual or otherwise, or any rights in favor of any third party.
16. All alcohol sponsorship is subject to review by IBCA.

Booth Sizes:

- Food Booths: 10'x20' (10' wide x 20' deep) with a 10' storefront. Vendors must provide a booth mockup for approval.
- Retail, Information, & Non-Profit Booths: 10'x20' in size. Vendors must provide a booth mockup for approval.
- Covered Tents with adequate anchorage (weights required. No steaks) and fire extinguisher (2A-10BC).
- Vendors cooking with oil or grease are required to carry a Class K Fire Extinguisher. Vendor is responsible for disposing of grease and grey water and vendor is not to dispose of grease or grey water in road drains and streets.
- Vendors must provide tables, chairs, and security fencing

Power and Internet:

- The Vendor shall provide their own electric services (generator) during the event.
- The generator size and model shall not exceed fifty-five (55) decibels and must be approved by the IBCA Operations Manager.
- Extension Cords:
 - Commercial-grade extension cords only.
 - Limit one extension cord (and one surge protector) appliance
 - The ampacity of the cord(s) must match the rated capacity of the appliance.
- Vendors requiring internet access must provide their own Wi-Fi or hotspot.

ADA County, Boise City & State Licensing:

- Copy of Business License
- The vendor is required to obtain all permits that are required by Ada County or the City of Boise and is responsible for meeting all requirements.
- Idaho Sales Tax: <https://tax.idaho.gov/i-2016.cfm>

Event Information:

Event ID: 2028863488

Start Date: June 19, 2026

End Date: June 20, 2026

Location: 1100 W Bannock St, Boise, Idaho 83702

ALL PARTICIPANTS do the following:

1. Go to tax.idaho.gov/GoToTAP and under “Sellers and Promoters” click “Register as a Temporary Seller or Promoter.”
2. Choose “Seller WITH Event ID” > “Next”
3. Choose “I am going to an event” > “Next”
4. Enter the Event ID (**2028863488**) > “Next”
5. Enter your Seller Information > “Next”
6. Choose Purpose: “I am not making taxable sales,” “I have a regular permit” or “I need a temporary permit.” > “Next”
7. Review your entry > “Submit”
8. Check your email account for further instructions or attached Temporary Sellers Permit (if applicable).

YES, all participants need to register but NO, Regular Sales & Use Tax holders do NOT need a Temp Permit.

Video Instructions: <https://www.youtube.com/watch?v=l8qcZOG7hLo>

Insurance:

- The Vendor shall purchase and provide proof of the following insurance during the entirety of this agreement. A copy of the Vendor’s current insurance shall accompany this signed agreement.
- General Liability insurance with bodily injury and property damage limits of \$1,000,000 for each occurrence and \$2,000,000 in the aggregate.
- The Vendor shall list the “Idaho Black Community Alliance” as an additional insured on the above policies.

If you have not made your payment, please remit payment immediately. Contact IBCA for payment arrangements.

Cancellation Policy: After June 1, 2025, no refunds of any type will be given.

Modification Clause:

The parties acknowledge that certain items, specifications, or terms referenced in this Agreement may be subject to modification. In such event, a revised Agreement or written amendment reflecting the changes. Any modifications shall become effective only upon delivery of such revised documentation.

Acknowledgment of Agreement:

By attending and setting up as a Vendor for the IBCA Impact Day event, the Vendor acknowledges they have received, read, and understood the terms of this Vendor Agreement. By their participation in the event, the Vendor agrees to abide by all provisions set forth in this Agreement.