



Ewa by Gentry  
Community Association

# SUMMERFEST 2025



Dear Food Vendor:

We are gearing up to host **SummerFest 2025**. This non-profit event is a celebration of community, ohana, and an invitation to all in the Ewa area to recognize the growth and development of the community. Admission is free.

**We invite you to join us as a Food Vendor!** Partnering with local businesses make this a truly fabulous day. The event will be held at the Westside Community Center & Park (*Keaunui Drive and Kapolei Parkway*) on **Saturday, August 23rd, 2025**.

Ewa by Gentry Community Association is home to over 28,000 residents and growing. Our signature event has a 20+ year history in the community and is widely attended. This year's celebration will feature great entertainment, fun rides and games, fabulous food, resources, and shopping. We highlight a diverse selection of resources that encourage healthy lifestyles and foster productive activities for keiki and ohana.

We believe your presence and support will help strengthen the quality of our event and community. The **Food Vendor reservation rate is \$250.00**. Please take a moment to review the enclosed Food Vendor Reservation Form for additional information.

## Event Summary

**When:** Saturday, August 23<sup>rd</sup> from 11:00 a.m. – 5:00 p.m.  
**Where:** 91-1025 Koana Street, Ewa Beach  
**Who:** Families, community members, local businesses  
**Admission:** Free

Please note, all Food Vendors must provide their Temporary Food Establishment Permit and Certificate of Liability Insurance (*naming Ewa by Gentry Community Association as additionally insured*). Reservations require a refundable \$100 deposit, provided all conditions in the Exhibitor's Agreement are honored. We are proud to report that all Food Vendors at last year's event received a full refund of their deposit and we anticipate the same for this year.

Vendors arriving late and not fully set-up by 11:00 a.m. sharp will automatically forfeit their deposit. **We strongly encourage all food vendors to be set up by 10:30 a.m.** Breakdown will begin at 5:00 p.m.; vendors who begin breakdown prior will forfeit their deposit.

Thank you for your time and consideration. If you have any questions or need further information, please email [events@ebgca.net](mailto:events@ebgca.net).

Mahalo nui loa,

Ewa by Gentry Community Association



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## FOOD VENDOR RESERVATION FORM

Saturday, August 23<sup>rd</sup>, 2025 Westside Community Center & Park  
91-1025 Koana Street Ewa Beach, Hawaii 96706

<b>Arrive &amp; Set Up:</b>	9:00 a.m. – 10:30 a.m.
<b>Event:</b>	<b>11:00 a.m. – 5:00 p.m.</b>
<b>Breakdown:</b>	5:00 p.m. - 7:00 p.m.
<b>Reservations:</b>	Open until full
<b>Fee:</b>	\$250
<b>Major Coordinating Sponsor:</b>	Ewa by Gentry Community Association
<b>Provided:</b>	Stall space, approximately 10x10
<b>Vendors Provide:</b>	10x10 Tent <i>(must be white tent or company logo tent in good condition)</i>

Name of Organization:	
Point of Contact:	
Phone:	
Email:	
Street Address:	
City, State, Zip Code:	
<b>Items to be mailed/delivered with this form:</b>	
\$250 Payment	\$100 Deposit Check (dated August 23, 2025) Payable to EbGCA
<b>Please list all the products you will sell:</b>	

**Exclusive rights** are reserved on a first-come, first-serve basis for vendors fully paid in advance. (e.g. the first paid application for tacos is awarded the exclusivity.) All changes to the list of items must be pre-approved by Ewa by Gentry Community Association.

**Submit Reservation Forms by August 1<sup>st</sup>**  
91-1795 Keaunui Drive Ewa Beach, Hawaii 96706  
**On Event Day: One (1) on-site parking space is provided**  
*(additional parking in lot across street)*

Office Use: Products Approved\_\_ Insurance \_\_ Permit\_\_ Payment\_\_ Deposit \_\_ Initials\_\_

## **Ewa by Gentry Community Association SummerFest Agreement**

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This contract between Ewa by Gentry Community Association (EbGCA) and the Exhibitor shall be for the day of August 23<sup>rd</sup>, 2025. The term 'Exhibitor' will apply to all food vendors, businesses or commercial entities, crafters, non-profit organizations, sponsors, and any other participants who will be dealing with Ewa by Gentry Community Association and the general public. The term 'Event' will apply to Ewa by Gentry Community Association's SummerFest, held at the Westside Community Center & Park on Koana Street in the Ewa by Gentry Community. The Event will be open to the public from 11:00 a.m. to 5:00 p.m.

Each Exhibitor must execute a contract for the right to exhibit. Subletting an exhibitor space is prohibited. Exhibitor space contracts will not be binding in the event of fire, strike, riot, civil commotion, natural disasters, acts of nature, war or other unavoidable circumstances which render the park unfit for use, restrict limits or prevent the presentation of the Event. Exhibitors shall indemnify and hold harmless Gentry Homes Ltd., its employees, EbGCA, its Board of Directors, staff, and its co-sponsors from all liability, which may ensue from any cause. Gentry Homes, its employees, EbGCA, its Board of Directors, staff and co-sponsors shall not be responsible for damages or otherwise to any exhibitor by reason of war, civil commotion, riot, fire, natural disasters or occurrences, acts of nature or any causes beyond control which in any manner restricts, limits, or cancels the Event. The Event will be held, rain or shine.

Exhibitors shall be contained within their designated area or booth. Exhibitors shall not solicit or distribute handbills, brochures, or any other printed promotional material outside of their booth area. Interference with the light, space, or presentation of another Exhibitor will not be allowed. Placement of signs, banners, and/or advertising material shall be of good taste and the Ewa by Gentry shall have the right to remove any material it deems offensive. Public address systems, sound, motion pictures or other demonstrations or equipment with objectionable light or noise as determined by the Ewa by Gentry will not be permitted.

Exhibitors will be held responsible for any damage to the grounds, landscaping, facilities, equipment, or decorations caused or occasioned by them, their employees, agents, or representatives. Sprinkler systems must be protected against any damage or dangerous conditions. The storage of gasoline, kerosene, acetylene, or other flammable or explosive substances will not be permitted in the area due to a City ordinance. All decorative materials must be fireproofed and must conform to the requirements of the Honolulu Fire Department.

Exhibitors or professionals who are required by law to be licensed must hold a current license on file with the Contractors License Board (CLB). State law requires a firm offering installation work and/or offering contractual services on a job site as specified under CLB to be licensed. For assistance regarding licensing requirements, call CLB at 586-2700. All prospective exhibitors must provide, prior to the Event, evidence of a current license for the service exhibited where such services require a contractor's license under state law. Lacking such, Ewa by Gentry reserves the right to prohibit the Exhibitor from participation in the Event.

Exhibitors shall sell products which are legal and appropriate for a family, community-oriented event. Ewa by Gentry Community Association reserves the right to have an Exhibitor remove a product or item, which is objectionable to Ewa by Gentry Community Association or its designated representatives. The Exhibitor will not argue or question the request. Sales of guns or other weapons are prohibited.

## Ewa by Gentry Community Association SummerFest Agreement

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Food Exhibitors will be responsible for acquiring their own Temporary Food Establishment Permit from the State of Hawaii (586-8000) and Certificate of Liability Insurance (COI) with Ewa by Gentry Community Association named as additionally insured. COI must provide a minimum of \$1,000,000 for general liability. Food Exhibitors who do not have a Food Permit and COI on the day of the Event will not be permitted to sell their products. The Food Permit must be displayed. The SummerFest Committee reserves the right to not refund the entrance fee to an Exhibitor who does not have the required Food Permit and Certificate of Liability Insurance on the event day.

Exhibitors may set up from 9:00 a.m. to 10:30 a.m. on August 23, 2025. All vehicles must be off the park grounds by 10:30 a.m. and set-up must be complete by 11:00 a.m. No unpacking, uncrating, or packing and dismantling shall occur from 11:00 a.m. - 5:00 p.m. All exhibits must be completely dismantled and moved out by 7:00 p.m. on August 23, 2025. Exhibitors are responsible for disposing of all unnecessary boxes and trash and must clean their area at the close of the Event. Failure to comply may result in loss of deposit and refusal for booth space for future events. Any food booth, crafter, sponsor, non-profit organization, or ride Exhibitor NOT setup by official start of the Event will lose their deposit. Any food booth, crafter, sponsor, nonprofit organization, or ride Exhibitor who begins breaking down any time prior to 5:00 p.m. will lose their deposit and may be banned from participating in future events.

**Exhibitor spaces are available on a first-come, first-serve basis.** Special arrangements may be made to accommodate exhibitors with specific requests as needed (assigned stalls).

Food Exhibitors may cancel by June 30, 2025 for a 50% refund of the vendor fee. Cancellation for emergency reasons will be considered on a case-by-case basis. Paid Exhibitors who for any reason do not participate on August 23, 2025 are not entitled to a refund.

Exhibitors must comply with all City and County ordinances, State statutes, and Federal laws. Exhibitors will also comply with the rules of the Event as stated verbally or in writing by Ewa by Gentry Community Association. Failure to abide by the laws and this agreement shall be grounds for immediate removal or non-involvement in the Event.

I also understand that SummerFest will be videotaped and photographed for use by Ewa by Gentry Community Association and agree that myself and/or my workers/volunteers may appear on Ewa by Gentry Community Association's social postings.

**I have read the agreement and will abide by the stated terms.**

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Exhibitor or Authorized Agent or Representative

Date

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Ewa by Gentry Community Association Representative

Date