



Vendor Application for Booth Space November 4, 2017

**NOTE: NO POPPERS, SILLY STRING, CONFETTI EGGS, WEAPONS,
OR ANYTHING RESEMBLING THE ABOVE MENTIONED FOR SALE OR
DISPLAY.**

Contact Name: _____
First Last

Organization Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Cell: (_____) _____

Type of Food or Merchandise:

OR

Information to be presented (Please include description of material, talking points, and description of all displays):

(include any attachments)

Standard booth space is 10'x10'. Tents, Equipment and supplies are vendor's responsibility.

FOOD CRAFT INFORMATIIVE _____

WATER HOOK-UPS ARE NOT AVAILABLE

INFORMATIVE BOOTHS DO NOT HAVE A FEE TO SET UP HOWEVER PROFITING VENDORS DO (\$30.00)

(please make checks payable to Putah Creek Council, memo of Winters Salmon Festival)

Rejection of booth is usually due to too many of the same items being sold or on display. I hereby apply for booth space in the 2nd annual WINTERS SALMON FESTIVAL on Saturday, November 4, 2017. I have read the rules (page 3) governing WINTERS SALMON FESTIVAL and agree to abide by these and all event rules. I understand that we are asked to not cancel our presence even in inclement weather.

Applicant Signature: _____ Date: _____

Application Form (signed)

City business License

Liability Insurance Policy

Health Department Permit(s) (if needed)

Additional Attachments

Important information please read!

We will have a check in stop for vendors in the Winters Community Center parking lot off of Elliot Street where you will receive your instructions and map.

- A one-day City of Winter's business license is required if you do not have a Winters business license. The cost of the license is \$10 and can be obtained at the Winters City Hall, 318 1st St., Winters, CA 95694. (530) 795-4910. A copy of the business license must be posted in your booth.
- **ALL FOOD VENDORS ARE RESPONSIBLE FOR ALL HEALTH DEPARTMENT PERMITTING & REQUIREMENTS**
Contact Yolo County Environmental Health Dept. www.yolocounty.org or call (530) 666-8646
Allow 20 working days for processing.
We must have a copy of the health department permits!
- All vendors must provide proof of insurance listing Winters Salmon Festival as an additional insured.
- All booths must be set up and ready to go by 10:30 AM, the park opens at 7 AM. You are responsible for the setup, removal and cleanup of your booth space.
- Booth space is 10 x 10 ft. You need to supply your own tables, chairs and shade tent. If you need a bigger space because you are bringing a trailer please notify us in advance by contacting Carol Scianna.
- Please no driving on the grass and bring your own trash bags and container.
- Each accepted applicant will have an assigned booth space.
- The park closes at 5 PM all spaces must be cleared no later than 5 PM

ONE WEEK PRIOR TO THE EVENT, YOU WILL BE EMAILED A CONFIRMATION PACKET INCLUDING: PARKING INFO, BOOTH LOCATION, & HELPFUL HINTS. BE CERTAIN YOUR EMAIL IS CORRECT!

Application must be COMPLETELY filled out including required documentation attached and received BY October 15th, 2016 (see checklist below) to be considered for entry!!

**Mail Application and Payment to: Winters Salmon Festival Committee, 318 1st St, Winters, CA 95694
Attn: Carol Scianna**

Email: Carol.Scianna@cityofwinters.org Website: <http://www.cityofwinters.org/winters-salmon-festival/>

Phone: Carol: (530) 794-6715

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|---|--|
| <input type="checkbox"/> Application Form (signed) | <input type="checkbox"/> City business License |
| <input type="checkbox"/> Liability Insurance Policy | <input type="checkbox"/> Health Department Permit(s) (if needed) |
| <input type="checkbox"/> Additional Attachments | |

Official Rules for Winters Salmon Festival Vendors

1. The Winters Salmon Festival will be presented by Winters Salmon Festival Committee on Saturday, November 5, 2016.
2. The Committee agrees to provide a 10' x 10'ft. area to the vendor. It is the sole obligation of the Committee to furnish an outdoor booth space. There are no rain checks or extended show dates due to inclement weather. The booth location may be moved due to inclement weather. The Committee is not obligated to provide other services of any nature.
3. Vendor: agrees to occupy booth space as assigned, and to be open and staffed during all regular festival hours and to be completely set-up by 9:15am and vehicles removed from the area by 9:30am. Absolutely NO VEHICLES will be permitted around the park area after 10:00am day of the event. Booth and all equipment must be removed no later than 5:00pm the DAY of the event.
4. Only items and information that has been pre-approved by the Committee will be allowed to be sold or displayed at the booths. No overt solicitations. Organization memberships may be sold at your booth along with tickets to your events. Please list these items on application for approval.
5. Vendor shall be liable for delivery, handling erection or removal of his/her own displays and equipment. All displays, equipment, merchandise and supplies must be contained within the assigned booth space. Only whisper quiet generators are allowed and must be indicated on your application. The grounds must be cleaned and returned to it's original state in and around your booth.
6. Insurance must be supplied by the vendor stating WINTERS SALMON FESTIVAL listed as Additional Insured and obtained at the Vendor's own expense. The Committee assumes no risk and, by acceptance of this agreement, the Vendor expressly releases the Committee and all of its representatives of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said booth space by Vendor, and agrees to hold and save the Committee and its representatives harmless of any loss or damage by reason thereof.
7. The Committee will not be liable for any liabilities whatsoever for the failure to fulfill this contract due to acts of nature, public enemy strikes, statutes, ordinances or any legal authority, or any other cause beyond the Committee's control.
8. All pertinent Fire Codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety shall be strictly obeyed. Nothing shall be nailed, stapled, taped or otherwise fixed to any community or private property.
9. Vendor will be required to have any and all business licenses, permits and requisite that are needed to operate his/her operation.
10. Health Permits: Vendor is solely responsible for meeting all Health Department Requirements and obtaining all permits. Packaged Food Vendors are also required to obtain a Health dept. permit. Call the Yolo County Environmental Health Department (530)666-8646 and provide copies of these permits along with application. www.yolocounty.org
11. Applications received without proper information or it is determined that the vendor is not suited for the event may be rejected. Rejected applicants will receive an official notice of rejection.
12. Cancellation Policy: Booth Fees are non-refundable; absolutely no refunds will be given. This is a RAIN or SHINE event and there will be no exceptions.
13. Vendor agrees: to obtain written permission from the Committee prior to using the WINTERS SALMON FESTIVAL logo, or any photos/art from the Committee website/ social media in connection with the business.
14. Vendor and staff agree: to allow the Committee to use their photos and application materials for promotional purposes.
15. This Contract constitutes the entire contract between parties and no waivers, modifications or amendments shall be valid unless written upon or attached hereto and shall be approved in writing by the Committee.