



## 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 Winters business license is required if you do not have a Winters business license. The cost of the license is \$15 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](http://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.
- Vendor setup begins at 8:00 AM and setup must be complete by 10:30 AM. You are responsible for the setup, removal and cleanup of your booth space.
- Booth space is 10 x 10 ft. A single 8' table will be provided but you need to supply your own chairs and shade tent. If you need a bigger space because you are bringing a trailer please notify us in advance by contacting Karin Young (contact details below).
- 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 6:00 PM. All spaces must be cleared no later than 5:30 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 19th, 2018 (see checklist below) to be considered for entry!!**

**Mail Application to: Putah Creek Council, ATTN: Winters Salmon Festival, 107 Main Street, Winters, CA 95694**

Email: [karin@putahcreekcouncil.org](mailto:karin@putahcreekcouncil.org) Website: <http://www.cityofwinters.org/winters-salmon-festival/>

Phone: Karin Young, (530) 795-3006

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| <input type="checkbox"/> Application Form (signed)  | <input type="checkbox"/> \$50.00 Deposit                         |
| <input type="checkbox"/> Liability Insurance Policy | <input type="checkbox"/> City business License                   |
| <input type="checkbox"/> Additional Attachments     | <input type="checkbox"/> Health Department Permit(s) (if needed) |

# Official Rules for Winters Salmon Festival Vendors

1. The Winters Salmon Festival will be presented by the Winters Salmon Festival Committee on Saturday, November 3, 2018.
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 (11am – 4pm) and to be completely set-up by 10:30am and vehicles removed from the area by 10:45am. Absolutely NO VEHICLES will be permitted around the park area 11:00 am – 4:00 pm day of the event. Booth and all equipment must be removed no later than 5:30pm 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, setup and 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 its 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](http://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 deposits 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.