



Festival de la Comunidad/Community Festival Booth Application and Agreement

The Festival de la Comunidad is a community event sponsored by the Winters Community Corazón and Winters Hispanic Advisory Committee to celebrate our community and the rich cultural diversity that makes Winters such a special place. The event provides a day full of food, entertainment, activities, and community information for families to enjoy.

Date: September 30, 2023

Location: Rotary Park, Railroad Avenue and East Main Street

BY ASSIGNMENT ONLY

Set-Up/Shut-Down:

For informational booths, non-profits, retail vendors:

Set-up at 2:00 pm with start time at 3:30 pm. Shut down after 8:30 pm

Food food booths (Confirm times with Corazón Representative)

Set-up 3:30 pm with start time 4:30 Shut down no later than 10:30 pm

Food Trucks: (Confirm with Corazón representative)

Set-up at 3:30 pm with start time at 4:30pm. Shut down 10:30 pm

Guidelines: All food vendors and food trucks must provide at least two (2) of their own trash receptacles.

- No vendors or organizations are permitted to sell or give away carnitas, alcohol, water or soda.

Fee: (Check One)

\$75 per 10x10 booth

\$50 for local Non-Profit Organizations

____ Sales OR ____ Informational

OR ____ Informational

\$250 Local Food Truck (95694 zip)

\$300 Out-of-Town Food Truck

(Informational booths are asked to provide an activity for children)

Description: List ALL products you want to sell or the type of informational booth. Food vendors must list ALL products for sale on this form.

(We reserve the right to limit your items if it infringes on other sales)

ALL SPACES ARE LIMITED. Space is limited and booths will be accepted on a first come served basis.

We reserve the right to approve or deny booth participation.

Business Name: _____

Contact Name: _____

Address: _____ **City:** _____ **Zip:** _____

Phone #: _____ **Email Address:** _____

Electricity: (check one) We will do our best to provide electricity, but availability is limited and on a first come, first serve basis. Do not depend on availability. You will need to provide your own cords.

____ Yes, I need electricity ____ No, I do not need electricity.

Please read the attached Booth Rules and Regulations carefully before signing.



Booth Rules and Regulations (Please read before signing)

- **CITY OF WINTERS BUSINESS LICENSE:**

NOTE: Informational, non-profit booths DO NOT require a license

A One-Day City of Winters business license is required for ALL VENDORS, if you do not have a current license, add the \$15 fee to your participation fee and we will turn it in to the city of Winters. The cost is \$15 (fee is waived for non-profits). Local businesses can utilize their annual City of Winters Business License for this event. City of Winters will confirm if you are already permitted.

- **YOLO COUNTY HEALTH PERMIT:** All booths serving edible items must obtain a public health permit from the Yolo County Environmental Health Department. Please submit your approved public health permit to the Winters Corazon Festival de la Comunidad Committee by September 22, 2023.

Booths not having their approved permit on file at that time will be canceled.

To obtain a permit contact the Health Department at:

Yolo County Environmental Health

Consumer Protection Unit
137 N. Cottonwood St., Suite 2400
Woodland, CA 95695
(530) 666-8646
environmental.health@yolocounty.org

- **INSURANCE:** ***(NOTE: Informational Booths DO NOT require insurance)*** The vendor accepts all liability for theft, damage, injuries and other possible mishaps that may occur in association with his/her booth space. Neither the City of Winters, nor Winters Community Corazón is liable for any problems in the area around the vendor's booth. ***A copy of your Certificate of Insurance & Endorsement must accompany this application naming the City of Winters and Community Corazón as additional insured.*** (See below insurance requirements)

Booth space is approximately 10'x10' or smaller. Vendors will be given their space assignment upon check-in. Food trucks will also be assigned to a space. The event ends at 10:30 p.m. and all booth spaces must be cleaned and vacated no later than 11:00 p.m. Vendors are responsible for all set up and take down and must provide their own chairs, tables, shade structures, etc. Vendors are also responsible for cleaning around their booth and should bring a broom, trash bags and garbage container. Your booth space area needs to be kept clean at all times. No glass containers allowed.

Trucks will be assigned spaces. Make sure you write contact information CLEARLY AND LEGIBLY!

Winters Community Corazón is the sole beer and wine concession and is the sole water, soda and carnitas concession.

SEE ATTACHED CHECK LIST FOR ITEMS REQUIRED FOR PARTICIPATION: DUE BY MONDAY September 18th!

Checks are to be made out to the Winters Community Corazón. Applications and documents may be emailed and checks mailed to:

Festival@winterscorazon.org
Winters Community Corazon
P.O. Box 751
Winters, CA 95694

For more information about this event please contact Al Vallecillo 530-902-6242 or Jesse Loren 530-554-8087

I have read and agree to the above conditions.

Signature: _____

Date: _____



Participation Requirements List (Read before submitting your application)

- Submit COMPLETED application along with applicable fee
 - \$75 10x10 booth (sales & informational)
 - \$50 Local Non-Profit (informational)
 - \$250 Winters Food Truck
 - \$300 Out-Of-Town Food Truck
- Submit COMPLETED Business License Application along with applicable fee
 - Informational Booths DO NOT require a Business License
 - Local Businesses CAN utilize their annual Business License, a COPY of the license needs to be submitted
- Submit a copy of your CURRENT Yolo County Health Permit
(Only applicable for FOOD vendors, must list specific food permitted)
- You must submit a copy of your Certificate of Insurance and Endorsement naming **The City of Winters** and **Winters Community Corazón** as additional insured. The City will **NOT** accept a Certificate of Insurance alone as proof of insurance coverage.
- **(NOTE: Informational booths do not require insurance)**

Certificates of insurance and original endorsements of comprehensive general liability insurance must include the following:

- Comprehensive General Liability shall not be less than \$1,000,000 per occurrence for bodily injury, personal injury, and property damage.
- The following statement **MUST** appear on the Certificate and Endorsement:
“Additional Insured Endorsement names the City of Winters and Winters Community Corazón, and their officials, officers, directors, employees, agents, and volunteers as additional insured.”

Documents may be submitted electronically, but checks must be mailed.

- ***email pdf documents to Al@winterscorazon.org or Jesse@winterscorazon.org***
- ***mail checks to: P.O. Box 751 Winters, CA 95694 before September 18th, 2023***