

Festival of the Arts Booth Application: May 16, 2010

Please print clearly and sign the application.

Name of Business/Organization _____

Applicant's Name _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

*E-Mail _____ Web Site Address _____

CA State Franchise Tax Resale# _____

Type of merchandise, information, or food to be sold or distributed: _____

***Your email is required for future notification of our event.**

If you are interested in participating in this year's event as a juried artist, or sponsor, please call (619) 294-2501 or visit our website: www.northparkmainstreet.com for more information.

FOOD BOOTH (10x20) SPACE FEES	NON FOOD BOOTH (10x10) SPACE FEES
Food Booth _____ x \$450 = _____	Non-Food _____ x \$250 = _____
	BID Member _____ x \$150 = _____
	Non-Profit _____ x \$200 = _____
	Corporate Vendor: Please call 619-294-2501
Discounts/Additional Fees	Discounts/Additional Fees
Clean-Up Deposit _____ x \$50 = + _____	Corner Booth _____ x \$50 = + _____
Electricity _____ x \$50 = + _____	Electricity _____ x \$50 = + _____
Late Fee: <i>Postmarked later than 4/9/10</i>	Late Fee <i>Postmarked later than 4/9/10</i>
_____ x \$75 = + _____	_____ x \$75 = + _____
Early Bird Discount: <i>Postmarked by 1/31/10</i>	Early Bird Discount: <i>Postmarked by 1/31/10</i>
_____ x \$50 = - _____	_____ x \$50 = - _____
TOTAL ENCLOSED: _____ = _____	TOTAL ENCLOSED : _____ = _____

**Payable to: NORTH PARK MAIN STREET
3076 University Avenue
San Diego, CA 92104-3055**

All vendors must have an approved application on file with North Park Main Street to share, sample, or sell products and/or information with the public within the event footprint. North Park Main Street and the Festival Committee assume no responsibility for any loss, damage, injury, or claim arising out of the participant's acts or omissions in the North Park Festival of the Arts. Further, participant shall defend and indemnify North Park Main Street and the Festival Committee for the negligence, fault, misconduct, and liabilities caused by the participant should said negligence, fault, and/or misconduct lead to the filing of a claim or legal action. The participant agrees to abide by Information, Rules, & Regulations outlined by North Park Main Street in the Vendor Application for 2010. Violation of the Information, Rules, & Regulations may result in expulsion from the event.

Signature: _____ **Date:** _____

DID YOU REMEMBER TO:

- Include your email address to receive applications for future events..
- Complete, sign, and enclose the vendor application.
- Include a stamped, self-addressed, letter size envelope (except for food vendors).
- Include proof of non-profit status, *if applicable*.
- Include a \$50 cleaning deposit ***if you are a food vendor***.
- Payment postmarked by 4/9/10: business or personal checks, cashier's check, or money orders payable to "North Park Main Street."
- For payment postmarked 4/9/10: include \$75.00 late fee; all late payments are non-refundable.
- For applications postmarked after 4/30/10: only cashiers checks or money order will be accepted; call (619) 294-2501 about booth availability.

IMPORTANT INFORMATION! PLEASE READ BOTH SIDES CAREFULLY!

Information, Rules, and Regulations

North Park Festival of the Arts - May 16, 2010

Booth Space

- ◆ Vendor booth spaces are 10 ft. x 10 ft. Food booth spaces are 10 ft. x 20 ft.
- ◆ Only booth space is provided. **You must provide your own canopies, tents, chairs, tables, and trash cans as needed.**
- ◆ Permits must be available for inspection prior to set up. No food or merchandise sales will be allowed without a valid permit.

Event Hours/ Set-Up/ Break-Down

- ◆ The Festival will run from 10 a.m. to 6 p.m. on Sunday, May 16, 2010. Vendors are required to be open by 10 a.m. and remain open until 6 p.m. Violators will risk being excluded from future participation in this community event.
- ◆ Vehicles will be allowed in the staging areas for unloading from 7 a.m. to 9 a.m. Food vendors will be allowed in the staging area from 6:30 a.m. to 9 a.m. You may not begin assembling your booth until after your vehicle is removed from the staging area. Parking is available on the street in the areas surrounding the festival. Do not park in private lots—your vehicle may be towed.
- ◆ **No vehicles are allowed in the staging areas during event hours.** Vehicle access is not permitted until after 6 p.m. when street is clear of pedestrians and San Diego Police allow vehicle traffic in the event area.
- ◆ All vendors must have their space cleared and cleaned by 7:30 p.m.

Sales Information

- ◆ The Festival Committee reserves the right to determine those businesses and activities most suitable for the event. North Park Main Street reserves the right to refuse vendors. Vendors shall not set restrictions on North Park Main Street's regulations.
- ◆ All vendors must submit with their applications a detailed description of **ALL** merchandise and/or printed matter to be sold or distributed by them. The reproduction of any artwork, past or present, of North Park Main Street will not be permitted.
- ◆ The Vendor Coordinator may request additional information, pictures, or samples before the application is approved.
- ◆ Absolutely **NO** tobacco or alcohol can be sold. **NO** illegal drugs or drug paraphernalia or depictions of same will be allowed.
- ◆ Absolutely **NO** racist, sexist, pornographic, or otherwise offensive merchandise or literature will be allowed. Throughout the day, the Vendor Coordinator will conduct inspection of booths. Any items in violation must be removed.

Health Permits

- ◆ Food vendors must provide a list of all foods to be sold, including whether foods are prepackaged or prepared on site.
- ◆ All food vendors are responsible for the appropriate health permits from the County of San Diego. Food vendors who do not obtain their permit more than 14 days prior to the event will pay a County late fee. Call (619) 338-2363 for more information.

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Clean-up

- ◆ Clean-up of the booth area is the **responsibility of the vendor** including removal of all their own trash.
- ◆ Booth area must be cleaned immediately upon closing booth. Food vendors must pay a \$50 fee that is refundable after the event, provided the booth area has been cleaned by the vendor; all refunds will be mailed.

Booth Decor/Amplified Music

- ◆ The Festival Committee asks that all vendors use tables, sandwich boards, easels, etc. to display all goods for sale. No item can be displayed on the ground or in the aisles.
- ◆ Signage and booth decorations are encouraged as long as they are in good taste and don't interfere with neighboring vendors.
- ◆ The Festival Committee reserves the right to remove any decor deemed inappropriate for the event.
- ◆ Only vendors marketing music, tapes, or CD's are allowed to use amplified devices (i.e. "boom boxes") and must have prior consent from the Festival Committee. Amplified music should not interfere with neighboring vendors.

Electricity

- ◆ Limited electricity will be available to Spring Festival vendors for a fee if reserved in advance. No electricity can be requested on the day of the event. **No generators are allowed.**

Space Assignments

- ◆ Booth space assignments and notification will be made on a first come, first served basis, according to the date the completed registration form and payment are received. No postdated checks will be accepted.
- ◆ Please include check or money order, self addressed stamped envelope (except food vendors), and signed Vendor Application by **April 9, 2010**. A late fee will apply to all payments made after this date, regardless of the application date.
- ◆ **Applications are due by April 9, 2010. Late applicants must pay a fee of \$75.00. All late payments are non-refundable.**
- ◆ Only cashiers checks or money orders—not personal or business checks—will be accepted after April 30, 2010.
- ◆ Written cancellations postmarked or faxed by April 9, 2010 will be honored in full, less a \$25 processing fee. **No refunds will be honored if the written request is not received by the April 9 deadline.** Overpayment of booth fees is non-refundable.
- ◆ Corner booths require an additional \$50 payment. **Food vendors are exempt from this fee.**
- ◆ Booth confirmations and space assignments will be mailed out two (2) weeks prior to the event.
- ◆ Early Bird Discount is available for applications postmarked on or before January 31, 2010 or hand delivered by that date.