



Valley Center Western Days 2008

Vendor Application

Organization/Business Name _____

Key Contact Person _____

Mailing Address _____

City _____ State _____ Zip _____

Daytime Phone () _____ Alternate Phone () _____

E-Mail (recommended for inquiries) _____

_____ Festival Non-Food Vendor (\$125)

_____ Festival Food Vendor (\$175)

_____ Electricity (\$50 extra)

_____ Local Non-Profit/Service Club (\$50)

_____ Food Vendor Clean up fee (\$25)

A \$25.00 clean up fee for all Food Vendors will also need to be included with payment. This fee will be reimbursed within 2 weeks following the festival if the grounds are clean and undamaged.

Please give a brief description of what you will be selling. The Western Days Committee reserves the right to prohibit the sale of any item at the Festival. If an item is not listed, please do not bring it to sell. _____

Amount Summary

Base Booth Fee: _____ Discount taken: _____

Electricity Fee: _____ Clean up Fee : _____

Number of Booths: _____ **TOTAL Paid:** _____

(Chamber Members receive a \$25.00 discount)

Any electricity needed, there will be an additional \$50.00 fee. It must be stated on this application & fees need to be included with cost of booth.

Vendor Hours: Set-up is Friday May 23rd, 2008 noon – 5:00pm, Food Vendors must be set up for business by 5pm Friday, Saturday May 24th 10am – 5pm, Sunday, May 25th 10am – 4pm

Deadline for all applications is April 20th, 2008. Questions? E-mail your request to the address below.

Spaces are reserved on a first come first serve basis on day of set up.

Please return completed form, signed contract AND **a self-addressed stamped envelope** along with a check

Made payable to Valley Center Western Days.

P.O. Box 8, Valley Center, CA 92082

ATT: LaVonne Johnson

Valley Center Chamber of Commerce Office (760)749-8472 FAX # 749-8483

A confirmation will be sent back via snail mail along with pertinent information About the first week of May 2008.

Please submit all inquiries via e-mail to: lavonnejohnson@armorfabrication.com or info@vcchamber.com

Valley Center Western Days 2008

info@vcchamber.com

TERMS AND CONDITIONS FOR FESTIVAL MAY 23, 24 & 25, 2008

VENDOR HOURS OF OPERATION

**Fri: Set-up Noon – 4:00pm (all food vendors are required to be open for business by 5:00pm Friday)
/ Fri: 5pm – close / SAT: 9AM –7 PM / SUN: 9AM – 4 PM**

1. Any Vendor/ Exhibitor presenting items for sale are required by the State of California, Valley Center Chamber of Commerce, and the Western Days Committee, to obtain a temporary/permanent Seller's Permit from the California State Board of Equalization. A copy of the permit **must be attached to the completed contract and sent with payment.** Failure to provide a valid copy will result in the suspension of the contract and said contract will be considered null and void. Out-of-State permits will not be accepted. The Vendor will also be required to post said permits in plain view in their booth at all times. This permit must be presented when requested.
2. **Any Vendor selling food items must supply a valid San Diego County Health Permit with their application.**
3. All business or other activity for which you have rented the space must be conducted within your designated booth area only. None of the VENDOR/EXHIBITOR displays may excessively extend beyond table of tent boundaries. The Vendor Coordinators and/or Festival Chairman reserve the right to restrict displays or merchandise from blocking Fire Lanes or walkways.
4. Our permit prohibits alcohol consumption, except in the designated beer gardens. Consumption of alcoholic beverages by vendors at their booth is grounds for a fine of at least \$200.
5. Vendors will not be provided with electricity **unless requested on application,** and an extra fee of \$50.00 is submitted along with booth payment. No overnight electrical service will be provided. **ALL VENDORS MUST USE 'UL' RATED ELECTRICAL CORDS @ LEAST 100' LONG AND ELECTRICITY MUST BE USED IN A SAFE MANOR.**
6. Flags or banners may not be put up so that view of other booths is obstructed.
7. All vendors and organizations will be assigned a 10' X 10' uncovered space. Food vendor booths will be 12' X 12' spaces.
8. Baseball caps, western hats, or shirts of any kind, with words "Western Days" are prohibited from being offered for sale except by authorized Chamber vendors.
9. Your booth is NON-REFUNDABLE unless Western Days Festival Chairman receives a cancellation notice, IN WRITING, before April 20, 2008.
10. Security will be provided Friday, Saturday, and Sunday of the event and over night.
11. Please keep your area clear of trash, debris, etc. All vendors will be supplied with trash receptacles & liners, but vendors will be responsible to dump your own trash. **Note: Recycling receptacles and bins will also be located throughout the festival area --- vendors must appropriately distinguish what is placed in the trash versus recycling containers; any deviations will not be tolerated!**
12. You are authorizing Western Days to list the name of your business/organization on it's website for vendor advertisement/publicity. etc.
13. Per Valley Center Fire Department: **ALL VENDORS MUST SUPPLY A FIRE EXTINGUISHER – MINIMUM OF ONE EXTINGUISHER PER VENDOR.**
14. Vendors will be issued three (3) vendor passes and one (1) parking pass only.
15. You may park temporarily (no more than 30 minutes) to unload and load in the morning and evening. **THIS WILL BE STRICTLY ENFORCED.** No double parking will be allowed. **Fire lane MUST remain open at all times. Vehicles WILL be towed.**
Vendor parking is located behind the Community Hall (softball field parking lot). Vendors may NOT park in or next to the booth space or on Lilac Rd. Parking Passes must be displayed on the dashboard of the vehicle. Festival grounds must be clear of ALL VEHICLES 30 minutes prior to event opening times.

16. Festival will open Friday May 23, 2008 for the Honorary Mayors Race & Dance and for the Carnival. Saturday May 24 & Sunday May 25, 2008 is the Festival. Festival booths may stay open after 5 PM during evening entertainment.
17. Dogs/animals are not permitted unless specified as a service animal. Any animal found on festival grounds, including dogs left in vehicles will be turned over to San Diego County Animal Control as per county code.
18. Due to insurance liabilities, we can not allow any sale of toy guns, knives, swords or any real looking weapon of any type.
19. The Western Days Committee and Chairperson have the right to refuse any application at any time for any reason.
20. **ALL Food Vendors MUST include The Valley Center Chamber of Commerce as ADDITIONAL INSURED CERTIFICATE HOLDER on their liability insurance policy. Please provide copy of INSURANCE CERTIFICATE stating this addition with your application. Minimum liability coverage to be one million dollars.**
21. Please be prepared with enough change for your items you are selling.
22. If you are claiming nonprofit or service group status, please provide proof with application.

PLEASE MAKE YOURSELF AND ANY BOOTH WORKERS FAMILIAR WITH THESE TERMS AND CONDITIONS.

You will receive confirmation letters with vendor space locations and times, by snail mail, around the first week of May. All vendor spaces are on a 'first come – first served' basis. We will limit the number of similar vendor types. Festival Chairman reserves the right to deny vendor space. A \$15 fee will be applied to 'returned checks'. More information may be found on our website, which is updated regularly. vcchamber.com. Applicant understands that Valley Center Chamber of Commerce and Valley Center Western Days has legal possession and control of Valley Center Community Center, located on Lilac Rd. May 23, 24 & 25, 2008, pursuant to agreements with the County of San Diego and Valley Center Parks and Recreation Department. Applicant further understands that any use granted by Valley Center Western Days is a license to occupy only, and is not coupled with any interest in the property. Valley Center Western Days retains the right to terminate this license to occupy at any time during the applicant's use at sole discretion of Chamber President & the Western Days Chairman.

I (We) release the Valley Center Chamber of Commerce, Western Days Committee, and the Valley Center Parks and Recreation from any liability for injury, theft or property damage. I (We) have read this entire application and shall comply with all terms and conditions.

Date: _____

Name: (print) _____

Company/Organization: _____

Signature: _____

PLEASE RETAIN A COPY OF THESE TERMS AND CONDITIONS FOR YOUR RECORDS
ALL APPLICATIONS MUST BE POSTMARKED BY April 20th, 2008