

VENDOR APPLICATION

All vendors except for Food Vendors should use this application for consideration in the Festival.

2018 California Lemon Festival in Goleta

Saturday, September 29, 2018 (10am - 6pm) & Sunday, September 30, 2018 (10am - 5pm)
Girsh Park, Goleta

Thank you for your interest in becoming a vendor for the 2018 California Lemon Festival in Goleta. Please read through the following information, complete the attached booth registration form, and submit the form, payment and any necessary attachments prior to **August 31, 2018**, to be considered for this year's Festival.

BOOTH TYPES:

- **Arts & Crafts Booth** - Clothing, Jewelry and other hand-crafted items. Discount given for 100% hand-made items.
- **Commercial Booth** - Products that are commercially produced
- **Non Profit Booth** - Promote a non-profit organization
- **Trade Show Booth** - Promote your business
- **Political Booth** - Promote a candidate, ballot initiative or public policy action

APPLICATION PROCESS:

- Complete attached registration form, sign at the bottom and attach payment.
- If you need electricity, please include the electricity fee in your payment.
- Make checks payable to "California Lemon Festival."
- Attach a descriptions or photos of your booth
- Registration & payment deadline: **August 31, 2018**

Proof of Liability Insurance Coverage

All vendors must provide evidence of current liability insurance coverage in the amount of \$1,000,000 naming the Goleta Chamber of Commerce and the California Lemon Festival in Goleta as additional insureds. A certificate of insurance must be included with registration form. If unable to provide proof of insurance, the Lemon Festival can obtain insurance for you for an additional cost of \$60. Please indicate insurance need on registration form.

Seller's Permit/Resale Number

All Vendors must have a valid California Seller's Permit or resale number. This needs to be posted at the booth. The Seller's Permit is easy to get, and is free. Temporary one-day or regular permit is accepted. Please direct seller's permit questions to your nearest Board of Equalization (800-432-2829). All applications not listing a seller's permit number will be returned.

FEES for 10' x 10' SPACE:

Arts & Crafts: \$475 per space*

*Discounted fee available for vendors with 100% handmade products.

Commercial Booth: \$775 per space

Trade Show Booth: \$775 per space

Political Booth: \$500 per space

Non-Profit Booth: \$325 per space

Electricity Fee: \$75 for use of electricity during the day (Sat 8am-6pm, Sun 8am-5pm) \$100 fee for overnight electricity (Sat 6pm - Sun 8am).

Sales are not guaranteed. Fees are not refundable if the Lemon Festival cannot occur for any reason. Cancellations before September 14, 2018 will be refunded less a \$50 administrative fee.

GUIDELINES:

- Booths are located on the Girsh Park grounds. Park conditions vary.
- Promotional materials and the decorative theme of vendor tables should embrace the spirit of the Festival.
- Booth must be staffed during all festival hours.
- Booths will be grouped by category.
- Political display tables:
 - Must have signs clearly stating the name, address and phone number of the organization. No literature may be distributed outside of the booth.
 - No inflammatory material will be permitted. (Judgment of the Festival Committee will prevail.)
 - Voter registration is allowed but no petition signatures may be collected.
- All booth holders must bring their own canopy.
- Arts & Crafts must bring their own tables & chairs.
- All other booths will be provided with one 8' table and 2 chairs and one yellow tablecloth if desired. All vendors may bring additional tables, chairs, tents, etc., as needed, but the 10x10 space limit will be enforced.

SECURITY DETAILS:

Overnight security will be provided on Friday and Saturday nights, but each vendor is responsible for their own display. The Festival is not responsible for loss or damage to any vendor, their equipment, inventory and/or materials. Winds sometimes come up overnight, so vendors should secure all items.

FESTIVAL TIMELINE

- **August 31:** Registration and payment deadline
- **September 7:** Vendors will be notified if their application has been accepted/declined.
- September 28: Booth set-up will begin at 2:00pm.
- **September 29:** All vendors must be completely set-up by 9:00am. Vehicles will be not be allowed to enter the Festival grounds after 7:45am and must be removed by 9am. Vendors arriving after 7:45am must go to the vendor parking and walk supplies/equipment into Festival grounds. Festival begins at 10:00am and ends at 6:00pm. Vendors should leave booth area clean. No vehicles will be allowed to enter the grounds until 6:30pm.
- **September 30:** Festival begins 10:00am and ends at 5:00pm. Vendors should not begin take down of booth until after 5:00pm. No vehicles will be allowed to enter the grounds before 5:30pm. Each vendor area is to be left clean and trash free at the end of the Festival.

VENDOR BOOTH REGISTRATION FORM

2018 California Lemon Festival in Goleta
Saturday, September 29, 2018 & Sunday, September 30, 2018

| | | | |
|---------------|---|--|--|
| SUBMIT | MAIL IT: California Lemon Festival 5662 Calle Real, #204 Goleta, CA 93117 | E-MAIL IT: Paulina@GoletaChamber.com FAX IT: 805.309.0187 | SUBMISSION DEADLINE AUGUST 31, 2018 |
|---------------|---|--|--|

PLEASE PRINT AS CLEARLY AS POSSIBLE

| | | | |
|---|--|---|--------------------|
| VENDOR TYPE: <input type="checkbox"/> ARTS & CRAFTS <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> TRADE SHOW <input type="checkbox"/> POLITICAL <input type="checkbox"/> NON-PROFIT <input type="checkbox"/> <i>100% handcrafted arts & crafts booth*</i> | | | |
| Name: _____ | | | |
| Organization/Business: _____ | | Sellers permit #/Non-profit ID: <i>(REQUIRED)</i> _____ | |
| Mailing Address: _____ | | | Apt #: _____ |
| City: _____ | | State: _____ | Zip: _____ |
| Primary Phone #: _____ | | Cell: _____ | E-Mail: _____ |
| Alternate Contact: _____ | | Alt. Phone: _____ | Alt. E-Mail: _____ |
| Description of Vendor Items: _____ _____ _____ | | | |
| <i>*Note: Please describe display area, including products, props, or decorations.</i> | | | |
| Have you been a vendor in previous years? <input type="checkbox"/> 2017 <input type="checkbox"/> 2016 <input type="checkbox"/> 2015 <input type="checkbox"/> 2014 <input type="checkbox"/> 2013 | | | |
| Do you require electricity: <input type="checkbox"/> Yes* <input type="checkbox"/> No *If yes, what type of equipment: _____ How many amps: _____ | | | |
| Electricity: Festival Hours fee is \$75. Overnight electricity fee is an additional \$100 = Total: \$ _____ | | | |
| # of display space(s) (10'x10'): _____ @ \$ _____ per space (see previous page for fees) = Total: \$ _____ | | | |
| Do you have a certificate of insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No* If no, please add \$60 \$ _____ | | | |

Please calculate total by adding all lines. Amount Total: \$ _____

Type of payment: Check (# _____) Money Order (# _____) Credit Card *(see info below)*
Payable To: Goleta Lemon Festival

Credit Card Type: Visa Mastercard AMEX Name on Card: _____

Credit Card #: _____ - _____ - _____ - _____ Exp Date: _____

CVV/Security Code: _____ *(Visa, Mastercard: last three digits located on the back of your credit card signature line)*

Agreement: I understand and agree to all terms and conditions presented in this form and all enclosed and attached documents. I agree to any and all accompanying stipulations, responsibilities and conditions in relation to my participation as a vendor at this event.

Name (print): _____ Signature: _____ Date: _____

Application Check List: Please make sure you have enclosed or attached the following:

Completed Registration Form Booth Fee Certificate of liability or insurance fee Electricity fee (\$75-\$100) *if applicable*

***ARTS & CRAFTS REQUIREMENTS:** *With the exception of vintage and supplies, handmade items must be created by the seller. Simply embellishing, tailoring, restoring or repairing an item is not considered handmade. Selling commercial or mass-produced items as an Arts & Crafts Vendor is not permitted.*