



CITY OF WILDOMAR
Community Services
 23873 CLINTON KEITH ROAD, SUITE 201
 WILDOMAR, CA 92595
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Special Event Vendor Application Form

C	1 FORM NUMBER	Pages: 3
07/01/08 EFFECTIVE DATE		05/22/18 REVISION DATE

10th City Birthday Celebration
Saturday July 14, 2018 4pm-10pm
Marna O'Brien Park 20505 Palomar Street Wildomar, CA 92595

Non-Profit with 501 c(3) Form/Government Booth: Exempt
Non Sales Vendor: \$20
Vendor/ Sales Booth: \$40
Sponsorship to be listed on City Flyer: \$250
No Food Vendors

Join us for our 10th Birthday Celebration! There will be food, activities for kids, laser light show and a concert.

Form and non-refundable application fee are **due by Tuesday July 10th at 5pm**. Application is subject to approval. Check in between 2:30pm-3:30pm. All booths will need to be setup by 3:45pm. Breakdown is at 10pm. Space is 12x12 with no electricity. You must provide table, chair and shelter. Sponsorship opportunities are available.

1. Contact Information

Organization Name: _____ Contact Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____ Website: _____

2. Booth Description

Description of items being sold or services being promoted: _____

Is your booth strictly informational or educational: Yes No

Will there be an activity provided: Yes Description: _____ No

Are you a non-profit (please provide proof): Yes No

Are you interested in Sponsoring: Yes No

3. Conditions for Vendors

A. MERCHANDISE SALES:

- Merchandise sales are restricted to family friendly content and the collection of sales tax remains the vendor's responsibility.
- All Informational/Educational booths must offer free or low cost activities or provide beneficial information to pass out.
- At your assigned booth, you must provide your own awning, table, chairs and any equipment needed for an approximate 12 x 12 area.
- Items not allowed include intimate apparel, clothing in large quantities, shoes, furniture, drug culture accessories, weapons, swap meet resale items, cycle accessories and bedding.
- Booths are asked to post a NO SMOKING sign and to enforce this ban in their area.
- It is recommended that booths have a fire extinguisher available. 2A:10BC rated with current inspection tags.
- Music may not be played so the sound does not interfere with the entertainment.

B. GENERAL ACCOUNTABILITY:

- Displays may not block walk areas or encroach on sidewalk areas with merchandise or power cords.
- All vendors are expected to clean up their area of all debris. Trash receptacles will be available throughout the event area. Vendors should remove all debris from booth area at the end of the event and a dumpster will be located in the parking area.
- Vendors who are unable to comply with conditions will be removed from the event area and eliminated as future vendors.

C. POWER RESTRICTIONS:

- NO POWER available at the Park for booths

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4. Liability Waiver

I understand that the City of Wildomar does not carry insurance to cover participants or spectators of City sponsored activities. I hereby assume the risk of any injuries that may be sustained in the pursuit of City activities, and forever discharge the City of Wildomar, its officers, agents, and employees from any actions, suits, damages, claims or judgments that may result from any property damage or personal injuries that I sustain while using equipment owned or in the possession of the City of Wildomar, or while sponsored activities. I also agree to indemnify, defend and hold harmless the City of Wildomar, its officers, agents, and employees from any and all loss, damages, liability, cost or expense, arising out of any acts or omissions of the City of its officers, agents, or employees.

I have read the above waiver release and understand it. I am aware that there are no refunds and payment will be considered a donation in case of cancellation.

I have read the Conditions and Additional Requirements for Vendors and agree to comply with all regulations.

Name (Print)	Date
Signature	

Checks should be made payable to **City of Wildomar**. Credit Card payments are accepted over the phone; however, there is an additional processing fee.

Please complete form and return with non-refundable application fee to:

**City of Wildomar
Community Services Department
23873 Clinton Keith Road Suite 201
Wildomar, CA 92595
Or email
jmorales@cityofwildomar.org**

For Official Use Only

Approved: _____ **Denied:** _____

Total Fees Paid: **Cash:** _____ **Check:** _____ **CC:** _____ **Receipt #:** _____

Exempt: _____ **Initials:** _____ **Date:** _____