



Ives Park – Sebastopol

September 2nd & 3rd 2017

Craft Vendor - Booth Application

Business Name _____ CA Sellers Permit # _____
 Contact Person _____ Phone _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Email _____ Website _____

Product Description: Applicants must attach a list with prices for items to be sold at Festival. Also provide 1 photo of booth and 3 photos of craft items. Photos will not be returned.

Product Price Range: (Lowest Price) _____ (Highest Price) _____

Booth Setup Time is Friday, September 1st, between Noon & 7 pm, or Saturday, September 2nd between 8am & 10am. All vehicles must be out of area by 10am on Saturday Sept. 2.

Booth Dimensions & Fees: Booth size is 10' x 10'. There is an additional 10' of space behind that may be used for storage and personal property.

Width X Depth	10' x 10'	Fee
	\$250	\$ _____

Will you need electricity? – add'l charge of \$75 for each 20A/110V circuit - Yes No \$ _____

Vendor Admission Passes: Each vendor will be issued 5 wristbands per booth, to be worn by vendor and staff all day both days. Additional (discounted) passes are available for \$6/ each.

_____ # of Additional Passes X \$6 each = \$ _____

Make checks payable to “RCSSCF” Total Enclosed: \$ _____

Or MC/Visa # _____ Exp: _____

Signature _____

Craft Vendor Agreement

We require complete applications for vendors to be considered for the festival. Please use the attached checklist to ensure you are including all we require.

Jurying

- A limited number of booth spaces are available.
- Jury selections will be based on, but limited to, the desirability of items, originality of the product(s), price-point of items, customer service policies, customer feedback, and timeliness/deadline meeting of application.
- Each application will be reviewed by the jury committee, and acceptance is not guaranteed even if you've exhibited with us before.
- If you are not accepted for the Festival, all payment checks will be destroyed.
- The Sonoma County Cajun-Zydeco & Delta Rhythm Festival does not promise exclusivity on any art or craft or commercial item.

Booth Fees

- Booth fees are as stated in the application. Vendors are responsible for providing all equipment, supplies, and products necessary for their booth (shade structures, tables, chairs.) The booth must be left clean & free of debris & waste oil & food at the conclusion of the Festival.

Booth Locations

- Booth placement will be at the discretion of Sonoma County Cajun-Zydeco & Delta Rhythm Festival. Sonoma County Cajun-Zydeco & Delta Rhythm Festival, reserves the right to alter booth locations and Festival layout from previous years.
- **We require vendors to set up their booths on Friday afternoon or Saturday by 10am.**

California State Sellers Permit

- The State of California requires that we have a valid Sellers Permit number on file with the Festival for each vendor.

Electricity/Power

- **\$75 for each 20A/110V circuit. Vendor must provide on extension cords, adapters or generators.**

Fire Safety

- Food Vendors must comply with all local fire department requirements for fire safety. Compliance information will be provided to Vendors upon acceptance to the Festival.

* City of Sebastopol Vendors Permit

- The City of Sebastopol requires a Business License of all vendors. It is an annual fee of \$28 with a \$35 one time processing fee. Here is the link to the form:

http://www.ci.sebastopol.ca.us/SebastopolSite/media/Documents/Business_Licenses/B-L-New-Fillable-Application-Packet_Revised-Fee.pdf?ext=.pdf

Insurance

- ALL vendors at the Sonoma County Cajun-Zydeco & Delta Rhythm Festival MUST provide a certificate of insurance for current liability insurance naming "Rotary Club of Sebastopol Sunrise" exactly as an "additional insured" and listing our address as PO Box 2481, Sebastopol, CA 95473.
- No variation of the named insured on the certificate such as the Sebastopol Rotary or any other variation of the name will be accepted.
- Vendors will provide their own liability insurance which must have minimum General Liability coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.

Vendor Admission

- To gain entry to our Festival, each vendor will be issued 5 wristbands per booth (**no exceptions**), to be worn by vendor and staff all day both days; they are waterproof. Additional, discounted wristbands are available for \$6/ each.

Parking

- Parking is limited in the area.
- Only registered service dogs will be allowed at the Festival, NO EXCEPTIONS.
- No overnight parking/camping allowed in Ives Park prior to, during, or after the Festival.
- Crafters with small campers can park in front of their booth on Saturday night once the festival is closed for the night but must be out by 9am next day.

Refunds

- No refunds will be granted for cancellations less than 30 days prior to the Festival. Refunds must be made in writing to Craft Vendor Director Linda Sinkay.
- Sonoma County Cajun-Zydeco & Delta Rhythm Festival will not refund for conditions considered "Acts of God" (power failure, excessive wind storm, earthquake, rain, fire, etc.).

General

- There is limited security on the grounds on Friday and Saturday nights. Vendors must take or secure valuables. The Sonoma County Cajun-Zydeco & Delta Rhythm Festival is not responsible for lost or stolen valuables.
- Alcoholic beverages will be sold by ONLY a Sonoma County Cajun-Zydeco & Delta Rhythm Festival and may not be brought into the Festival.
- No one may sell Sonoma County Cajun-Zydeco & Delta Rhythm Festival merchandise. The use of the Sonoma County Cajun-Zydeco & Delta Rhythm Festival logo or Festival Artwork name or logo is strictly prohibited.
- Vendors agree to maintain the dignity and integrity of the Sonoma County Cajun-Zydeco & Delta Rhythm Festival as a "family oriented" event. The Festival reserves the sole right to ask any vendor, its employees, or volunteer workers to leave the Festival, if it is deemed that they are not acting in the best interest of the Festival.
- No products may be handed out FREE to the public during the Festival without prior approval & authorization of the Festival.
- The Sonoma County Cajun-Zydeco & Delta Rhythm Festival reserves the right to deny sale of items that have not been listed on the Vendor Application.

Pets of any kind are not permitted anywhere at Ives Park and the Sebastopol Center for the Arts during the operation of the Sonoma County Cajun-Zydeco & Delta Rhythm Festival.

Only **licensed "Service Animals"** are exempt and allowed within the Festival grounds.

* All booths are expected to be "open" during Festival hours: Saturday September 2, 2017, 11:00am until 7pm, & Sunday September 3, 2017, 11:00am until 7pm. Vendors may begin dismantling booths at 7pm, Sunday September 3, 2017 and for safety reasons, may begin loading out not earlier than 8pm, Sunday, September 3, 2017.

EXHIBITOR/VENDOR APPLICATION INSTRUCTIONS

Please make a copy of these instructions for your records.

Please include photos or color copies representative of your product and your booth display. This is to aid in the selection process. Be sure to put your name on the back of photo's/copies for identification purposes.

You will be notified of your acceptance status in a timely manner. Checks/Money Orders should be payable to the Rotary Club of Sebastopol Sunrise. Visa & MasterCard also accepted. Checks from vendors who are not accepted will be returned upon processing. There will be a \$25.00 charge for any NSF checks. Applications will be allowed up to the event date, as long as space allows. All applications will be considered in the order they are received. Participation fees are non- refundable.

If weather, acts of God, or other circumstances beyond the control of the Rotary Club of Sebastopol Sunrise/Sonoma County Cajun Zydeco & Delta Rhythm Festival cause the event to be cancelled, the Rotary Club of Sebastopol Sunrise/Sonoma County Cajun Zydeco & Delta Rhythm Festival cannot be held liable by exhibitors/vendors for the failure of the event to take place.

EXHIBITOR/VENDOR RELEASE & HOLD HARMLESS AGREEMENT

This agreement is entered into by and between the Producer/Presenter of the Sonoma County Cajun Zydeco & Delta Rhythm Festival, The Rotary Club of Sebastopol Sunrise, The City of Sebastopol, and the exhibitor/vendor filling out, signing, and returning the application. Producer/Presenter is in the business of providing space at the Sonoma County Cajun Zydeco & Delta Rhythm Festival. Producer/Presenter does not participate in the construction, assembly, or placement of the individual Exhibitor's/Vendor's exhibit.

The Exhibitor/Vendor hereby indemnifies and holds harmless the Producer/Presenter, The Rotary Club of Sebastopol Sunrise, The Sonoma County Cajun-Zydeco & Delta Rhythm Festival, all agents, employees and servants of the aforementioned, and also holds the aforementioned harmless from any and all claims, including costs and attorney fees resulting from Exhibitor's/Vendor's " participation" in the Sonoma County Cajun Zydeco & Delta Rhythm Festival. For the purpose of this agreement, the term "participation" shall include, but not be limited to the delivery of equipment, merchandise, structures and product to their designated location, the set up an display of any such structure and arts or crafts, and the dismantling and removal of all such items from the area provided by or through the Producer/Presenter, The Rotary Club of Sebastopol Sunrise, The City of Sebastopol, and any of the aforementioned agents, employees and servants. The Exhibitor/Vendor hereby expressly assumes any risk of harm to the Exhibitor/Vendor arising out of their participation and the participation of other exhibitors/vendors in the Sonoma County Cajun Zydeco & Delta Rhythm Festival, including any risk resulting from the particular location of the space designated to them by the Producer/Presenter.

This agreement shall be effective immediately upon execution and shall continue in effect throughout the event period.

Acknowledgement

I (we) have read and agree to the "Vendor Agreement" for the 2017 Sonoma County Cajun-Zydeco & Delta Rhythm Festival. I understand this application is for consideration only, and does not guarantee selection to participate in the Sonoma County Cajun-Zydeco & Delta Rhythm Festival.






Vendor Signature

Name of Business

Date

Food Vendor – Application Checklist

Application Package is due by August 1st 2017 and MUST include the following to be considered:

-  Booth Application (completed)
-  Vendor Agreement (signed)
-  Booth & Product Photos
-  Booth Diagram
-  Checks (or Mc/Visa) for Fees Made Payable to: Rotary Club of Sebastopol
Sunrise Community Foundation “RCSSC

