



# VENDOR APPLICATION

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

## 2015 California Lemon Festival in Goleta

Saturday, September 26, 2015 (10am - 6pm) & Sunday, September 27, 2015 (10am - 5pm)  
Girsh Park, Goleta

Thank you for your interest in becoming a vendor for the 2015 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 14th, 2015**, 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 14th, 2015

### **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 Valley 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: \$450 per space\*

\*Half price booths available for vendors with 100% hand made products.

Commercial Booth: \$750 per space

Trade Show Booth: \$750 per space

Political Booth: \$450 per space

Non-Profit Booth: \$300 per space

**Electricity Fee: \$75 for use of electricity during the day  
\$100 fee for overnight electricity.**

*Sales are not guaranteed. Fees are not refundable if the Festival cannot occur for any reason. Cancellations before September 4, 2015 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. All vendors will be provided with one yellow tablecloth if desired. 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 14: Registration and payment deadline
- August 21: Vendors will be notified if their application has been accepted/declined.
- September 25: Booth set-up will begin at 2:00pm.
- September 26: *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 27: 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.

# 2015 California Lemon Festival in Goleta

## VENDOR BOOTH REGISTRATION FORM

SUBMIT	<b>MAIL IT:</b> California Lemon Festival 5662 Calle Real, #204 Goleta, CA 93117	<b>E-MAIL IT:</b> Cortney@GoletaValley.com <b>FAX IT:</b> 805.309.0147	<b>SUBMISSION DEADLINE</b> <b>AUGUST 14, 2015</b>
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**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 &amp; 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"/> 2014 <input type="checkbox"/> 2013 <input type="checkbox"/> 2012 <input type="checkbox"/> 2011 <input type="checkbox"/> 2010			
Do you require electricity: <input type="checkbox"/> Yes* <input type="checkbox"/> No            *If yes, How many amps: _____ (additional charge for overnight)			
# of display space(s) (10'x10'): _____ @ \$ _____ per space (see previous page for fees) = Total: \$ _____			
If you require electricity, please add \$75 (overnight electricity is \$100) \$ _____			
Do you NEED a certificate of insurance? <input type="checkbox"/> Yes * <input type="checkbox"/> No            If yes, 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: California 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 (\$50-\$100) *if applicable*

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