

**MILPITAS INTERNATIONAL BBQ & FESTIVAL
BUSINESS ROW APPLICATION – MAY 21 & May 22, 2016**
(The Milpitas Chamber reserves the right to refuse entry to an organization or company)

Company/Organization Name _____ **Date** _____
Mailing Address _____ **City** _____ **State** _____ **Zip** _____
E-mail Address _____ **Website** _____
Contact Name _____ **Phone** _____ **Fax** _____
Alternate Contact _____ **Phone** _____ **Fax** _____

Please list a description of your business and/or the type of activity to be conducted.

Exhibit Fees:	Price	Paid
Non-Profit Organization / Space only (10' x 10')	\$200	\$ _____
Non-profit Organization / Booth (10' x 10')	\$350	\$ _____
Commercial Chamber Member / Space only (10' x 10')	\$350	\$ _____
Commercial Chamber Member / Booth (10' x 10')	\$500	\$ _____
Commercial Non-Chamber Member/ Space only (10' x 10')	\$550	\$ _____
Commercial Non-Member/ Booth (10' x 10')	\$700	\$ _____
Cleaning Deposit (<i>Refund payable to: _____</i>)	Refundable	\$ 100.00
Electrical Hook- Up (only available if paid in advance) (Must supply own 100ft. cord)	\$100	\$ _____
Booth Surcharge—registrations received after March 8th, 2016	\$50.00	\$ _____
Registration Deadline: April 22nd, 2016		
	Total Due:	\$ _____

Payment Information:

- Payment is enclosed.** (Make checks payable to: Milpitas Chamber of Commerce)
- Please charge my Visa/MasterCard/American Express**

Card Number _____ **Security Code** _____ **Exp. Date** _____
Print Name on Card _____
Signature _____

Please review Rules and Regulations on the reverse side of this form and sign on the reverse prior to submitting. Forms received unsigned will be returned.

Check List

- Insurance Documents Sub-Sellers Permit(if applicable)
- Appropriate Fees

Rules and Regulations for Business Row Exhibitors:

1. Full payment including cleaning deposit must be received by the Milpitas Chamber of Commerce Milpitas International BBQ Festival Committee (hereafter Chamber) office prior to April 30th before application will be considered for acceptance. The Chamber will make space/booth assignments to maximize the diversity of Exhibitors at a later date for those applications accepted.
2. The Festival hours are 10:00 a.m. to 6:00 p.m. both days. Booths must be set-up and open during these hours. Closing early shall result in a forfeiture of the cleaning deposit and shall result in the business or organization being denied access in future years.
3. All vehicles are to be off the street by 9:30 a.m. each morning. All Vendors are to have their area clean and vacated by 8:30 p.m. on Sunday evening after the festival closes.
4. The Exhibitor understands that security, accident and theft insurance related to the Exhibitors supplies, product and other materials is the Exhibitors responsibility. Although security is provided Saturday evening, exhibitor is responsible for the Exhibitors own material. The Chamber shall not be responsible for theft or damage.
5. Booth area must be kept clean during the festival. After the festival it is the Exhibitors responsibility to leave the assigned area/booth free of debris. Dumpsters are provided for the use of Exhibitors—trash cans located along the street are not for exhibitor's trash—please use the dumpsters provided. Failure to leave your area clean shall result in the loss of the cleaning deposit and shall result in the exhibitor being denied access in future years. *(Vendor must provide time/date stamped photos of their area if cleaning fine is disputed.)*
6. Non-service pets and animals are not allowed in the Festival area. Children under 12 years of age must be under adult supervision at all times during and throughout the Festival.
7. The Chamber reserves the right to ask the exhibitor to leave without a refund if they are found to be in violation of these rules, or are disruptive to other Exhibitors, Vendors or the public. Determination of violation of rules and/or disruption to other Exhibitors, Vendors or the public shall be at the sole discretion of the Chamber.
8. The Exhibitor will avoid conflict with other Vendors or Exhibitors. Please control long lines, excessive noise, and displays so that they do not interfere with other Vendors or Exhibitors.
9. Exhibitor will provide the Chamber a Certificate of Insurance showing \$1,000,000 general liability coverage with the Chamber and the City of Milpitas named as ADDITIONAL INSURED.
10. The Exhibitor can display promotional material and sell merchandise with the addition of a temporary seller's permit. Exhibitor must not sell material that competes with Artisan booths; therefore all planned merchandise must be listed fully and approved by the Chamber prior to the Festival.
11. The Exhibitor agrees to market their product only within the confines of the assigned space/booth only. No display of signs, product display or samples, distribution of literature, solicitation or marketing of any kind is allowed outside the confines of the assigned space/booth without the prior approval of the Chamber.
12. Limited power is available on a first come, first served basis. You must supply your own 100ft. cord.
13. Standard Booths are 10' x 10' covered with a canopy and includes a table and 2 chairs. Special arrangements for oversized or double wide booths may be made by contacting the Chamber.
14. No food or beverages are to be sold in Business Row. Distribution of free food samples requires prior approval from the Chamber, with a possible additional health permit charge.
15. Booth space may be shared with another business or organization of the same Fee Classification. Such sharing requires the prior approval from the Chamber. Fee payments and contact information will be with one exhibitor only. A \$75.00 fee for sharing will apply.

Hold Harmless Agreement

I understand that the Milpitas International BBQ Festival Committee, the Milpitas Chamber of Commerce, and the City of Milpitas and its officers/employees, will not be responsible for any lost, stolen or damaged materials and/or merchandise of mine.

I HAVE READ AND UNDERSTAND THE ABOVE RULES & AGREEMENT

Printed Name: _____ **Title:** _____

Signature _____ **Date:** _____

RETURN BOTH SIDES OF THIS FORM WITH PAYMENT TO:

Milpitas Chamber of Commerce – ATTN: International BBQ Festival Committee
828 N. Hillview Dr., Milpitas, CA 95035

Telephone: (408) 262-2613 Fax: (408) 262-2823 Email: info@milpitaschamber.com