



# Elk Grove Giant Pumpkin Festival Business Sponsor Application



**Cosumnes Community Services District  
Parks and Recreation Department  
9355 E. Stockton Blvd. Suite 185  
Elk Grove, CA 95624  
www.yourcsd.com**

***DEADLINE: August 24, 2016***

We are excited you have chosen to participate in the Elk Grove GIANT Pumpkin Festival. Please complete this Business Sponsor Application in its entirety. Sponsors will be notified of acceptance with confirmation and request for payment. If you have any questions about the process, please call (916) 405-5300

BUSINESS SPONSOR INFORMATION	
Business Name:	
Contact Person:	
Address:	
City, State, Zip:	
Business Phone:	Alternate Phone:
Fax:	Email:
California Resale License:	Website:

SPONSOR BOOTH FEES			CLASS # 62661	
<i>You must buy enough space to fully accommodate your display. Space is sold in 10' x 10' increments. You will receive a 10% discount (<b>on booth space only</b>) if you purchase more than one space.</i>				
Space Reservation	Number of Spaces	Fee	Discounts	Subtotals
			Multi Booth 10%	
10' x 10' Booth Set-Up – <b>Tent, Table and Chairs Included</b>	X	\$1500	-	=
<b>Additional Fees:</b>				
Health Permit & Processing Fee (Required if selling/sampling food or drinks)		\$100		
Certificate of Insurance for \$1,000,000		\$65		
Electrical Service - 20 Amps (110 Volts)		\$100		
Electrical Service - 50 Amps (220 volts)		\$150		
Late Fee (Application received after July 26, 2015)		\$25		
<b>Multi Booth Discount 10%</b>		-	-	
		<b>TOTAL FEES:</b>		

**LIST OF ITEMS TO BE SOLD OR DISPLAYED DESCRIPTION OF ALL ACTIVITIES**

*To better assist us placing your booth, please list the item(s) you will have for sale and/or a description of any activity or product promotion you are planning at your booth.*


**INSURANCE REQUIREMENTS**

**The Sponsor must comply with insurance by ONE of these three methods: (Please check one method below.)**

\_\_\_\_\_ The Vendor **DECLINES** OPTIONAL LIABILITY PROTECTION and ASSUMES DAMAGE RESPONSIBILITY.

- The purchase of supplemental liability protection is optional and not required.

\_\_\_\_\_ The Vendor **ACCEPTS** OPTIONAL LIABILITY PROTECTION offered by the district.

- The Vendor accepts optional liability protection at the daily fee (\$65 for both days) as quoted by CSD Special Events Section.

\_\_\_\_\_ The Vendor **HAS** OPTIONAL LIABILITY PROTECTION.

- The Certificate of Insurance and necessary Permits are due no later than 14 days prior to Event date. A Homeowner's or Tenant's insurance policy can usually provide insurance for your rental for booth space.
- The Certificate of Insurance must be in the name of the person/business who signs the vendor application. It must also clearly show the liability limits and policy dates to be valid.
- Certificate of Insurance for comprehensive general or comprehensive personal liability coverage for a minimum of \$1,000,000 general liability coverage and \$2,000,000 aggregate liability. The CERTIFICATE must name: Cosumnes Community Services District, 9355 E. Stockton Blvd. Elk Grove, CA 95624. The following statement must appear on the certificate: "Additional Insured Endorsement names the Cosumnes Community Services District and the County of Sacramento, additional insured, its directors, agents, or employees are included as additional insured."

I have read and understand the above Insurance Requirements and agree to abide by all of the conditions set forth.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of Sponsor/Business: \_\_\_\_\_

## **BUSINESS SPONSOR RESPONSIBILITIES**

- Submittal of completed application does not guarantee acceptance into Festival by the District. Sponsors will be notified of acceptance with a confirmation and request for payment.
- Sponsor preference will be given to sponsors who are in line with the theme and purpose of the Festival, as well as with CSD's mission. Sponsor preference will be given on the basis of several factors, including but not limited to: fit with the event in question, whether the sponsor creates an "interactive experience" that will benefit the festival, as well as the sponsor's history with CSD or past performance at CSD events, level of sponsor investment, and date of paperwork received.
- Business/Sponsors are restricted from giving away products or services that the Festival contracts with others for (ex: pumpkins face painting, water, etc).
- Booths sizes are 10'x10' and situated on the grass. Canopy, one (1) table, and two (2) chairs will be supplied per each 10' X 10' purchased. (No generators are allowed). Placement of your booth is not guaranteed and is at the discretion of festival management.
- All Business- Sponsors selling products are responsible for acquiring a seller's permit through the California State Board of Equalization; a copy of permit must be submitted with application and must be posted at your booth. Business Sponsors are responsible for submitting their own resale taxes.
- All fire codes, laws, ordinances, and regulations pertinent to health, fire prevention, and public safety shall be strictly obeyed.
- Every booth is recommended to have a fully charged 2A:10B:C fire extinguisher bearing a current California State Fire Marshal service tag, placed in an accessible location near the exit of the structure; or a new fire extinguisher, minimum five (5) pounds, with the sales receipt taped to the side of it for visual inspection.
- Business Sponsor agrees to allow the District to take photos of your booth and product during the Event, for no additional compensation. Photos taken of your product/booth may be used in CSD promotions.
- Business Sponsors/staff/employees/agents will comply with all event policies. Failure to comply can result in expulsion from event without a refund.

## **NON-TRANSFERABLE**

Acceptance of this application constitutes an agreement between the applicant and the District. This agreement is not assignable or transferable without the express written consent of the District.

## **INDEPENDENT CONTRACTOR**

Business Sponsor shall perform all services required under this application as an independent contractor of the District and shall remain, at all times as to the District, a wholly independent contractor with only such obligations as are required under this application. Neither Business Sponsor, nor any of its employees, shall be considered an employee of the District.

## **INDEMNIFICATION**

Business Sponsor shall defend, indemnify and hold harmless the District and the District's trustees, officers, employees and agents, from and against any and all claims, actions, liability, damage, loss or obligations, including all costs, demands, expenses, expert fees and costs, and attorney's fees arising out of Business Sponsor's activities pursuant to this application, including by way of illustration and not limitation, the following: (a) any injury to or death of any person or damage to or destruction of any property occurring in or on Business Sponsor's equipment, or any part therefore; (b) any default by Business Sponsor's in the observance or performance of any of the terms, covenants, or conditions of this application ; or (c) the use, occupancy, or condition of Sponsor's equipment or activities therein.

I have read the regulations included in this "Business Sponsor Application" and I agree to comply with the conditions set forth.

Signature

Date

Business Name

**COMPLETED APPLICATIONS AND PAYMENT IN FULL  
PAYABLE TO: COSUMNES CSD**

**MUST BE SUBMITTED BY AUGUST 25, 2016 TO:**

Elk Grove Giant Pumpkin Festival  
c/o Cosumnes Community Services District  
Parks and Recreation Department  
9355 E. Stockton Blvd. Suite 185  
Elk Grove, CA, 95624

ATTN: ANNA HOOPER

Or

EMAIL – [AnnaHooper@csdparks.com](mailto:AnnaHooper@csdparks.com)

FAX – 916-685-6942

## Elk Grove Giant Pumpkin Festival

### APPLICATION CHECK-LIST

*Please be sure to include all of the applicable documents:*

- Completed Application Signed and Dated
- All Required Fees Included with payment
- Completed Insurance Requirements or include fee to purchase
- Completed BOE 410-D Form (Only required for booths selling merchandise)
- Photos of any and all items to be sold

DATE RECEIVED:

STAFF INITIAL: