



Food Vendor Application

Cosumnes Community Services District
 Parks and Recreation Department
 3020 Rewick Ave.
 Elk Grove, CA 95758
 www.yourcsd.com



DEADLINE: July 29, 2011

We are happy you have chosen to participate in the CSD GIANT Pumpkin Festival of Elk Grove. Please review the "Application and Participation Guidelines" brochure and fill out this application in its entirety. If you have any questions about the process, please call (916) 684-7550.

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

BOOTH SPECIFICATION AND FEES			
<i>You must buy enough space to fully accommodate your display. Space is sold in 10' x 10' increments.</i>			
Space Reservation:	Number of Spaces	Fee	Subtotals
Non-Profit – Pre-Packaged/Low Risk		\$400	
Non-Profit – Food Prep/High Risk		\$450	
Commercial – Pre-Packaged/Low Risk		\$900	
Commercial – Food Prep/High Risk		\$950	
<p>Pre-Packaged / Low Risk would be issued to a vendor that sells any properly labeled, pre-packaged, processed food from an approved facility. Examples include candy, canned sodas, canned and bottled foods, and ice cream bars. This permit may also be issued to a vendor who engages in low-risk food preparation such as; snow cones/shaved ice, smoothies, hot dogs, espresso beverages, and pre-cooked/sliced pizza.</p> <p>Food Preparation / High Risk would be issued to a vendor who engages in cooking, packaging, processing, assembling, or portioning, of any potentially hazardous food. High-risk food preparation includes foods such as: hamburgers, tacos, meat sandwiches, and barbecue.</p>			
Additional Fees:			
Multi Event Permit-Low Risk <u>Discount</u>		-\$65	
Multi Event Permit-High Risk <u>Discount</u>		-\$140	
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 29, 2011)		\$25	
		TOTAL FEES:	

ELECTRICAL SERVICE

If you require and have paid for electrical service, please indicate all of the appliances you plan on using and type of plugs they have.

LIST OF ITEMS TO BE SOLD AND PRICING

Please list all items you plan to sell with prices or attach menu with prices. Be sure to list your PUMPKIN food item.

HEALTH REGULATIONS

- If Vendor does not possess a County of Sacramento Multi-Event Permit (MEV), Vendor will obtain a two-day event permit from the County of Sacramento with this application.
- Department of Environment Health requires that all food booth applicants file a Temporary Food Facility (TFF) Information Sheet and TFF Menu Sheet. These forms will be sent in the confirmation packet and must be returned by September 2, 2011 or turned in at the mandatory meeting with the EHD. If you would like to review the forms or have any questions before the meeting, they are available at the EHD at (916) 875-8440 or at www.emd.saccounty.net. This information will be reviewed prior to any permits being issued.
- Vendor shall be responsible for complying with the County's health regulations and will be subject to County health inspection. If Vendor's booth fails to pass inspection, Vendor is solely responsible for a re-inspection fee and/or costs associated with closing and removing Vendor's booth from the Event. Re-inspection fee will be collected at Festival before booth may re-open.
- Copies of the Health Code regulations are available at www.emd.saccounty.net or by calling the County of Sacramento, Environmental Health Division at (916) 875-8440.
- If Vendor possesses a County of Sacramento Multi-Event Permit please submit a copy with signed Application to the District. Vendor will receive discount if possesses this permit; please see additional fees on first page for discount.

VENDOR RESPONSIBILITIES

- Vendors keep 100% of the gross revenue. No tickets will be used; vendors will accept cash as payment.
- All vendors are required to sell a minimum of one food selection containing pumpkin or pumpkin seeds.
- Any changes to approved menu must be approved in writing by CSD.
- Payment is due at time of application. If vendor is not accepted into the event, payment will be refunded within 2-3 weeks after deadline.
- If electricity is needed, vendor must check the Electrical Requirement Fee and pay the additional fees listed. No private generators will be allowed.
- Vendors can only sell from the "10X10" space. Walking the grounds to sell merchandise or hand out fliers is strictly prohibited.
- Vendor must provide their own booth name sign. Booth advertising is limited to the host group. No outside advertising is allowed.
- Food Vendors must read and comply with the CSD Fire Department Conditions of Approval. These will be included in your confirmation packet and available at www.yourcsd.com.
- All fire codes, laws, ordinances, and regulations pertinent to health, fire prevention, and public safety shall be strictly obeyed.
- All vendors are responsible for acquiring a seller's permit through the California State Board of Equalization; a copy of permit must be posted at your booth. Vendors are responsible for submitting their own resale taxes.
- **Form BOE 410-D Swap Meets, Flea Markets, or Special Events Certification from the Board of Equalization (attached) must be completed and turned in with application.**
- **Non-Profit** food vendors will be required to attend a mandatory permit review meeting. At this meeting, representatives from the Sacramento County Environmental Health Division (EHD) will review the regulations for food service and will be available to answer any questions. Details of this meeting will be included in your confirmation packet. Commercial food vendors are excused from attending this meeting with proof of County of Sacramento Multi-Event Permit.

CSD RESPONSIBILITIES

- Generators will remain operating overnight on Friday and Saturday night.
- CSD will provide approved tents, ground tarp and fire extinguisher for all food vendors.
- CSD has final say on menu items. No duplication of food will be accepted in the same food court area.
- For event consistency, the CSD will provide menu signs.

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

Vendor 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 vendor, nor any of its employees, shall be considered an employee of the District.

INDEMNIFICATION

Vendor 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 Vendor'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 Vendor's equipment, or any part therefore; (b) any default by Vendor'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 Vendor's equipment or activities therein.

I have read the regulations included in this "Food Vendor Application" and the CSD GIANT Pumpkin Festival of Elk Grove "Application and Participation Guidelines for Vendors and Sponsors" brochure and I agree to comply with the conditions set forth.

Signature

Date

Name

**COMPLETED APPLICATIONS AND PAYMENT IN FULL
MUST BE SUBMITTED BY JULY 29, 2011 TO:**

CSD Giant Pumpkin Festival of Elk Grove
c/o Cosumnes Community Services District
Parks and Recreation Department
3020 Renwick Ave.
Elk Grove, CA, 95758
ATTN: GIANT Pumpkin Food Vendor Coordinator

APPLICATION CHECK-LIST

Completed Application

Application Signed and Dated

All Required Fees Included

Copy of County of Sacramento Multi-Event Permit

Certificate of Insurance or include fee to purchase

Completed BOE 410-D Form

Copy of Menu with Prices

DATE RECEIVED:

STAFF INITIAL:

**SWAP MEETS, FLEA MARKETS, OR
SPECIAL EVENTS CERTIFICATION**

People who sell merchandise in California are generally required to hold a seller's permit.

You **may not** sell at this event unless you have a seller's permit or are not required to hold a permit. You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others. You are not required to hold a permit if you are only making "occasional" sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.

Seller's permits can be obtained at any local Board of Equalization office at no cost to you. To find a Board office near you, call our Information Center at 800-400-7115 or check our website at www.boe.ca.gov. Permit applications can also be found online at www.boe.ca.gov/sutax/sutprograms.htm. If you obtain a temporary seller's permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

Occasional and Nontaxable Sales - Occasional sellers are usually people who are not required to hold a seller's permit because they will not be making a series of qualifying sales. A person who has cleared their garage of used items *accumulated for their own use* and who sells *only* those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period. Some sellers who make only nontaxable sales are also not required to hold seller's permits. Examples include sellers of fresh produce or other cold food products sold "to go." Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

Section 6015 Retailers - Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller's permit when: (1) the product supplier is a Board approved section 6015 retailer, (2) the product supplier reports and pays tax on the actual "retail selling price," (3) the individual is selling only those items purchased from the section 6015 retailer, and (4) the individual provides the name of the product supplier. Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (e.g., Avon, Tupperware).

Verification of a seller's status is required by law. Please complete all four sections of this form. Please print.

1. EVENT INFORMATION

EVENT NAME AND PLACE

EVENT DATE(S)

TABLE/BOOTH/LOCATION ID#

2. VENDOR/EXHIBITOR INFORMATION

OWNER'S NAME

MAILING ADDRESS (street number or P.O. box)

(city, state and zip code)

TELEPHONE NUMBER

()

DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED

3. STATUS — Check appropriate boxes, and provide requested information

- I hold a valid seller's permit. My number is: S
- No sales of tangible personal property are being made or solicited at this event.
- I am not required to hold a seller's permit because:
- My retail product sales are not subject to tax My sales are exempt occasional sales
- I sell on behalf of a section 6015 retailer

4. CERTIFICATION — Partners/additional sellers, complete a separate copy of this form

The above statements are certified to be correct to the best knowledge and belief of the undersigned.

NAME (typed or printed)

TITLE

SIGNATURE

DATE



See reverse for disclosure information.