



Festival Vendor Application

Cosumnes Community Services District
 Parks and Recreation Department
 3020 Renwick 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 for Vendors" 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/Product Line(s):	
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
Commercial Booth (Exempt from Health Permit Fee)		\$750	
6015 Retailer/Qualified Itinerants Booth		\$240	
Craft Booth		\$150	
Community Education Booth		\$25	
Children's Activity Booth (Game Booth)		\$50	
<input type="checkbox"/> Organization will provide game. (Must be approved by CSD.) <input type="checkbox"/> Use game provided by the CSD. (Assigned on a first availability basis.)			
Additional Fees:			
Certificate of Insurance for \$1,000,000		\$65	
Health Permit & Processing Fee (Required if selling/sampling food or drinks)		\$100	
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:	

LIST OF ITEMS TO BE SOLD AND PRICING

Vendors must submit photos of items to be sold. These will not be returned.

Are you selling/distributing/sampling any food or drinks?

YES

NO

VENDOR RESPONSIBILITIES

- **6015 Retailers selling multiple product lines are required to purchase booth space for each product line.**
- Unless you have paid the additional Health Permit fee; distribution or sampling of food or drinks is strictly prohibited.
- Payment is due at time of application. If Vendor is not accepted into the Festival, payment will be refunded within 2-3 weeks after deadline.
- Submittal of completed application does not constitute acceptance into Festival by the District. Juried vendors will be notified of acceptance with a confirmation packet.
- Children's Activity Booth Vendors will be contacted after application is received to finalize game selection. If providing own game, it must be approved in advance by the District.
- Children's Activity Booth Vendors must provide enough prizes for the entire two-day event.
- Children's Activity Booth Vendors can expect payment for 85% of the gross revenue, based on tickets collected.
- Vendors selling taxable items 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 if selling merchandise.**
- Booths sizes are 10'x10' and situated on the grass. Vendors, excluding Children's Activity Booth, are required to supply their own tents, tables, and chairs (no generators are allowed). Placement of your booth is not guaranteed and is at the discretion of Festival management.
- 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.
- Vendor 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.

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 thereof; (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 "Festival Vendor Application" and the CSD GIANT Pumpkin Festival of Elk Grove "Application and Participation Guidelines for Vendors" 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, 95624
ATTN: GIANT Pumpkin Vendor Coordinator

APPLICATION CHECK-LIST

Please be sure to include all of the applicable documents:

- Completed Application
- Application Signed and Dated
- All Required Fees Included
- Certificate of Insurance or include fee to purchase (Excluding Community Education Vendors)
- Completed BOE 410-D Form (Only required for Vendors selling merchandise)
- Photos of all items to be sold (Excluding Community Education Vendors & Children's Activity Booth)

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.