



Cosumnes Community Services District

8820 Elk Grove Blvd., Elk Grove, CA 95624

Ph: 916-405-5300 Fax: 916-685-6942

www.yourcsd.com

2021 Marketing Booth Application Hot Summer Nights Concert Series

Submittal of a completed application does not guarantee acceptance into Event(s) by the District. Preference will be given to vendors who are in line with the themes and purposes of each event, as well as with CSD's mission. Preference will also be given based on several factors, including but not limited to: fit with the event in question, the vendor's history with CSD or past performance at CSD events, level of investment, and date of paperwork received. Vendors will be notified of acceptance with confirmation and request for payment.

BUSINESS INFORMATION

Business or Organization Name/Product Line(s)

Contact Person:

Address:

City, State, Zip:

Business Phone:

Alternate Phone:

Email:

California Resale License:

Website:

INSURANCE REQUIREMENTS

Business must comply with insurance by ONE of these methods: (Please check one method below.)

The Business **DECLINES** OPTIONAL LIABILITY PROTECTION and ASSUMES DAMAGE RESPONSIBILITY.

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

The Business **HAS** OPTIONAL LIABILITY PROTECTION.

- The Certificate of Insurance and necessary Permits are due no later than 14 days prior to the 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 Business 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, 8820 Elk Grove Blvd. Elk Grove, CA 95624. The following statement must appear on the certificate: "Additional Insured Endorsement names the Cosumnes Community Services District, the City of Elk Grove 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 Vendor/Business: _____

LIST OF ITEMS TO BE SOLD & PRICING

To better assist us in placing your booth, please list any items or services for sale and/or a description of any interactive activity or product promotions you are planning at your booth.

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

YES

NO

MARKETING BOOTH RESPONSIBILITIES

- Submittal of a completed application does not guarantee acceptance into event(s) by the District. Vendors will be notified of approval with a confirmation and request for payment.
- The CSD does not guarantee booth sales.
- Vendors selling multiple product lines are required to purchase booth space for each product line.
- Vendors are restricted from giving away products or services that the event contracts with others (ex: face painting, water, etc.).
- Unless you have paid the additional health permit fee, distribution or sampling of food or drinks is strictly prohibited.
- Booth sizes are 10'x10' and situated on the grass and/or decomposed granite.
- Additional signage outside your designated 10' x 10' space is not permitted.
- Vendors are required to supply their own canopy if desired.
- One (1) table and up to four (4) chairs are provided by the District.
- Placement of your booth is not guaranteed and is at the discretion of event management.
- Neither electricity nor water is available.
- Use of private generators is prohibited.

Load-In and Set-Up Instructions

- Vendors may arrive as early as **4:00 pm** and must be set up and ready for business by 6:00 pm.
- All vendors must check in with staff at the CSD booth located in the amphitheater near the courtyard.
- Booth breakdown must not occur until after 9:00 pm at the scheduled end time of the event.
- Failure to comply may result in exclusion from future events.
- Vendors selling taxable items are responsible for acquiring a seller's permit through the California State Board of Equalization; a copy of the permit must be posted at your booth. Vendors are responsible for submitting their 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.
- 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 District promotions.
- Vendors and their personnel shall not consume or use alcoholic beverages or any controlled substance at any time during the Event.
- Business/vendor/staff/employees/agents/volunteers will comply with all Marketing Booth Responsibilities stated in this application. Failure to comply can result in expulsion from event without a refund.

HOT SUMMER NIGHTS CONCERT SERIES

Dates: Fridays, August 6, 13, 20, 27, 2021 – **Event Time:** 6:30 - 9:00 pm

Set Up Time: Between 4:00 pm – 6:00 pm

Location: Laguna Town Hall Amphitheater 3020 Renwick Way Elk Grove, CA 95758

Attendance: 2000+ average per week

PAYMENT DUE DATE: July 23, 2021

Space Reservation – 10' X 10'	Code	Fee	Subtotals
August 6, 2021	#26431	\$300	
August 13, 2021	#26432	\$300	
August 20, 2021	#26433	\$300	
August 27, 2021	#26434	\$300	
TOTAL FEES:			

INDEPENDENT CONTRATOR

Business 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 nor any of its employees shall be considered an employee of the District.

INDEMNIFICATION

Business 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.

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.

I have read the regulations included in this "Marketing Booth Application," and I agree to comply with the conditions set forth.

Signature

Date

Name

Business / Organization Name

COMPLETED APPLICATIONS SUBMIT TO:
 Cosumnes Community Services District
 Parks and Recreation Department
 8830 Sharkey Ave.
 Elk Grove, CA 95624
 Fax: (916) 685-6942
 Email: heathershortino@csdparks.com

ATTN: Heather Shortino, Recreation Coordinator (916) 405-5334

PAYMENT BY CREDIT CARD: PHONE (916) 405-5334 or FAX (916) 685-6942	
Type of Card: _____ VISA _____ MasterCard _____ Discover _____	
Credit Card #: _____ Expires (MM/Year) : _____	
Name on Card: _____	
Signature: _____	
<i>By signature above, I authorize Cosumnes CSD to charge this credit card for the amount shown.</i>	

THANK YOU FOR YOUR SUPPORT

APPLICATION CHECK-LIST					
<i>Please be sure to include all of the applicable documents:</i>					
<input type="checkbox"/> Completed Application Signed and Dated					
<input type="checkbox"/> Completed Insurance Requirements Signed and Dated					
<input type="checkbox"/> Photos or description of all items to be sold					
DATE RECEIVED:					STAFF INITIAL: