



**Elk Grove Giant Pumpkin Festival**  
**First Weekend in October • Elk Grove Regional Park**

COSUMNES COMMUNITY SERVICES DISTRICT  
 PARKS & RECREATION DEPARTMENT

8820 Elk Grove Blvd.  
 Elk Grove, California, 95624

(916) 405-5300

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**Elk Grove Giant Pumpkin Festival**  
**October 5<sup>th</sup> & 6<sup>th</sup> 2019**  
**Business Sponsor Application**  
*DEADLINE: August 24, 2019*

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

<b>SPONSOR BOOTH FEES</b>		<b>ACTIVE # 13171</b>	
<i>You must purchase space to adequately accommodate your display. Space is sold in 10' x 10' consecutive increments. You will receive a 10% discount (on booth space only) if you purchase more than one space.</i>			
10' x 10' Booth Set-Up – <b>Tent, Table and Chairs Included</b>	<b>1 X</b>	<b>\$1,500</b>	<b>=</b>
Health Permit & Processing Fee Required if selling/sampling food or drinks	#15371	\$100	
Certificate of Insurance \$1,000,000	#15372	\$65	
Electrical Service - 20 Amps (110 Volts)	#15369	\$100	
Electrical Service - 50 Amps (220 volts)	#15370	\$150	
<b>Multi Booth Discount 10%</b>		<b>-\$150</b>	
<b># 13171</b>		<b>TOTAL FEES:</b>	

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

*To better assist us in 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:

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

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

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

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

\_\_\_\_\_ The Sponsor HAS OPTIONAL LIABILITY PROTECTION.

The Certificate of Insurance and necessary Permits are due no later than 14 days prior to the Event date.

The Certificate of Insurance must be in the name of the person/business who signs the Sponsor 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 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 a completed application does not guarantee acceptance into Festival by the District. Sponsors will be notified of approval 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 provided on the basis of several factors, including but not limited to: fit with the event theme, 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). Location 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 the application and must be posted at your booth. Business Sponsors are responsible for filing 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 the 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 expenses, 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 thereof; (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, 2019 TO:**

Elk Grove Giant Pumpkin Festival  
c/o Cosumnes Community Services District  
Parks and Recreation Department  
8820 Elk Grove Blvd.  
Elk Grove, CA, 95624

ATTN: ANNA HOOPER

Or

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

FAX – 916-685-694

## 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
- Completed BOE 410-D Form (Only required for booths selling merchandise please call for forms)
- Photos of any and all items to be sold

DATE RECEIVED:

PAID

STAFF INITIAL: