



38th ANNUAL OCEAN BEACH STREET FAIR & CHILI COOK-OFF FESTIVALSM VENDOR INFORMATION AND RULES SATURDAY, JUNE 24, 2017

GENERAL INFORMATION

The Ocean Beach Street Fair & Chili Cook-Off Festival is a **family-oriented** event—filling six square blocks with vendors selling arts, crafts, merchandise, foods, and activities. Five stages will provide music and entertainment all day.

SCHEDULE

General Fair Hours: 10am - 8pm

(breakdown at 8pm—no sales after 8pm—no early departures)

Artist Alley Hours: 10am - 7pm

(breakdown at 7pm—no sales after 7pm—no early departures)

Vendor Setup: 6am - 8:30am

(follow directions sent to you when driving in to the venue)

VENDOR PARKING - 50 Spots Available

- **Limited parking (one space per vendor)** is available for vendors **WHO PAY \$30 FOR THE SPACE** in advance on a first come, first served basis. There is absolutely no guaranteed parking unless you purchase a space. The space is for one standard vehicle (no oversized).
- Vendor vehicles parked in the **PAID Vendor Parking area** must display their **Official Numbered Parking Pass** in their front window. Vehicles not displaying the official **Parking Pass** will be towed from the area at the vehicle owner's expense. NOTE: The parking area will be locked from 8:30am to 8pm, after which time vendors can retrieve their vehicles.

VENDOR BOOTH MERCHANDISE

OBMA/Street Fair Committee shall be the sole judge as to whether an item is suitable according to the general rules and regulations of the OB Street Fair. Please remember that the following are **not allowed**:

- **NO** - No storage on sidewalks or walkways of merchandise, storage containers or other vendor property. All must be contained within your booth space. Items in violation will be removed & will not be returned.
- **NO** - Merchandise with the words "OB Street Fair & Chili Cook-Off" or any other variation thereof.
- **NO** - Stolen merchandise, firearms, ammunition, alcoholic beverages, or drugs.
- **NO** - Material unsuitable for festival attendees.

Vendors offering prohibited merchandise for sale will be removed from the event immediately.

VENDOR BOOTH OPERATIONS

- Vendors provide all their own chairs, tables, booths, and trash receptacles.
- The Festival **DOES NOT** provide electricity or water.
- All **trash** and **fluids** must be removed from the event by the vendor. **FLUIDS, INCLUDING ICE, MUST NOT BE DUMPED OR LEFT ANYWHERE. (SUBJECT TO FINE FROM CITY OF SAN DIEGO)**
- **Whisper quiet generators** may be used if they can be located where they are safe for the public, their cords are covered, and they do not bother other vendors.
- **Electrical cords** must be heavy-duty commercial grade and must be covered.
- **Tarps or signs** must be no more than **12 ft. high**. *The Committee reserves the right to have a tarp or sign removed if it is deemed to be unsafe in any way or a detriment to the Festival.*
- Vendors are required to **secure their tents** (with weights, sand bags, etc.) in case of wind gusts. Event is rain or shine.
- **All safety and fire regulations** must be observed.
- Absolutely **NO merchandise outside** of your booth space. Items in violation will be removed & will not be returned.
- Each vendor is **responsible for cleanup** of their space and will not be allowed in the Festival in future years if area is not left clean.
- Each vendor is responsible for their own **licenses** and **permits** and any vendors required to have **resale numbers** are responsible for collecting and reporting their own sales tax to the State Board of Equalization.

ACCEPTANCE/SPACE ASSIGNMENT

- All applications are reviewed. You will be notified as to your acceptance or refusal.
- All Vendor space locations will be first come, first served per the **postmark** on the application.
- Space assignments and important information will be mailed or emailed **by June 5**. **BRING YOUR INFORMATION WITH YOU**; you will need it on OB Street Fair Day.
- **NO REFUNDS** after May 1, 2017. Vendors who cancel before May 1st will be subject to an \$85 processing fee.
- The committee reserves the right to change or substitute vendor spaces for the good of the festival and to allow multiple vendors of the same or similar items.
- **OBMA** assumes no responsibility for any loss, damage, injury, or claim.
- If you have not been accepted into the Festival, your money order/cashier's check will be returned as soon as possible.

APPLICATION CHECKLIST

Applications will not be considered unless the following are included:

- Completely filled-out application.** *Incomplete applications will not be considered.* Be as specific as possible on description of booth and merchandise.
- Photos of booth and merchandise/food** to be sold if you are a new vendor at our event. *Photos will not be returned.*
- Two self-addressed, stamped #10 (letter size) envelopes** for Festival confirmation and cleaning deposit.
- Payment in full.** MONEY ORDERS/CASHIERS CHECKS/CREDIT CARDS ONLY. No personal or business checks will be accepted for your booth space. **APPLICATIONS WILL NOT BE CONSIDERED UNLESS PAYMENT IS INCLUDED.**
- Separate cleaning deposit check for \$50.00.** Do not include this amount in booth space payment. Cleaning deposits can be personal/business checks and will be returned within 45 days after the event if your area is left trash free.

Merchandise Vendors:

- Liability Insurance.** Each merchandise vendor must either carry their own policy and provide proof by sending a copy of their ACORD Certificate with their application, or include a \$35 payment to be included on our policy for the event.

Food Vendors:

- Liability Insurance.** Each food vendor must provide a copy of their Acord Certificate for their own **insurance policy**.
- Health Department Permit.** Each food vendor must provide a **current** Health Department permit before being accepted as a vendor.

WHERE TO MAIL:

Ocean Beach MainStreet Association
Attn: Vendor Coordinator
P.O. Box 7990
San Diego, CA 92167

OR DROP YOUR INFORMATION AND PAYMENT OFF AT:

OB MainStreet Association
1868 Bacon Street Suite A
San Diego, CA 92107

BOOTH SPACE FEE SCHEDULE

Merchandise Vendors - 10 x 10	Fee	+Insurance
<i>Application postmarked by February 1, 2017:</i>	\$ 350	+\$35
<i>Application postmarked by March 1, 2017:</i>	\$ 375	+\$35
<i>Application postmarked by April 1, 2017:</i>	\$ 425	+\$35
<i>Application postmarked on or after April 2, 2017:</i>	\$ 465	+\$35

Corporate/National Vendors - 10 x 10	FEE	+Insurance
<i>Application postmarked by February 1, 2017:</i>	\$ 785	+\$35
<i>Application postmarked by March 1, 2017:</i>	\$ 825	+\$35
<i>Application postmarked by April 1, 2017:</i>	\$ 875	+\$35
<i>Application postmarked on or after April 2, 2017:</i>	\$ 915	+\$35

Please note that all food vendors must provide their own liability insurance.

Food Vendor - prepackaged-single item 10 x 10 space	
<i>Application postmarked by February 1, 2017:</i>	\$ 450
<i>Application postmarked by March 1, 2017:</i>	\$ 485
<i>Application postmarked by April 1, 2017:</i>	\$ 525
<i>Application postmarked on or after April 2, 2017:</i>	\$ 575

Food vendors must provide own liability insurance

Food Vendor - 15 x 15 space	Fee	+ Sink Charge
<i>Application postmarked by February 1, 2017:</i>	\$ 750	+\$75
<i>Application postmarked by March 1, 2017:</i>	\$ 800	+\$75
<i>Application postmarked by April 1, 2017:</i>	\$ 850	+\$75
<i>Application postmarked on or after April 2, 2017:</i>	\$ 900	+\$75

Food vendors must provide own liability insurance

ALL VENDORS:
Include a separate check/money order for \$50 per space
for your refundable cleaning deposit made payable to:
Ocean Beach MainStreet Association

Please make cashier's check/money order payable to:

WHERE TO MAIL:

Ocean Beach MainStreet Association
Attn: Vendor Coordinator
P.O. Box 7990
San Diego, CA 92167

OR DROP YOUR INFORMATION AND PAYMENT OFF AT:

OB MainStreet Association
1868 Bacon Street Suite A
San Diego, CA 92107
Email: info@oceanbeachsandiego.com
Fax: 619-224-4976



Business Name/ Organization: _____ Booth Number(s) _____ Date Received _____ # of Booth Spaces _____ Date Notified _____ Amount received \$ _____ Payment Method _____ Category _____ <i>(ex.: food, non-food merchandise, information only)</i> Liability Insurance Policy # _____ OR \$35 rec'd _____ Name of Insurance Carrier _____ Exp. Date _____ Food Vendor Health Permit: _____	<div style="background-color: yellow; padding: 2px; font-weight: bold;">FOR OFFICE USE ONLY</div> Acceptance/Refusal Sent _____ Cleaning Deposit Rec'd _____ Liability Insurance Policy Rec'd/Pd _____ Health Permit Rec'd (food only) _____ 3-Comp sink fee rec'd/down (food only) _____ Application Complete _____ Confirmation Sent _____ Cleaning Deposit Returned _____
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2017 VENDOR SPACE APPLICATION FORM
38th Annual OCEAN BEACH STREET FAIR & CHILI COOK-OFF FESTIVALSM
SATURDAY, JUNE 24, 2017 - please fill out completely & print clearly

Name of Business/Organization _____ Phone () _____

Applicant's Name _____ Email Address _____

Address _____ City _____ State _____ Zip _____

Number of Spaces Requested _____ Non-Food _____ Food _____ Do you want the same booth as last year? _____

FOOD APPLICATIONS: You must attach copy of current County of San Diego Environmental Health - Temporary Food Facility Permit in order to be accepted. Food permits will be checked for authenticity.

Specific description of booth and all product lines to be sold: Food vendors, please list all food items to be sold. If you are a new vendor to our event, please include photos. *Items not listed will be prohibited. Please be thorough.*

Resale Number: _____ (will be verified) _____

Your Liability Insurance Policy #: _____ Carrier: _____ Exp Date: _____

In addition to including your policy information here, you must also send a copy of your current ACORD Certificate showing the current dates of policy coverage.

Dear Applicant: Your application will be considered ONLY after you have completed this form and signed below. **INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.** Once a Vendor has been accepted, there will be absolutely NO REFUNDS of vendor fees after May 1, 2017. The **No Refund Policy** includes situations in which the event is canceled as a result of factors beyond the control of the Event organizers, including but not limited to war, terrorist act, natural disaster, weather, or order of any Civil or Military Authority. Such situations are beyond the control of the Event organizers, and Vendors accept the risk of loss in such a situation. The applicant agrees that herein stated is an accurate description of materials and literature to be displayed and sold and that the Ocean Beach MainStreet Association (OBMA)/Street Fair Committee shall be the sole judge as to whether or not those materials are suitable for family viewing or in keeping with the general rules and regulations of the Street Fair. The applicant agrees that it is his/her responsibility to carry appropriate insurance. He/she agrees that the OBMA/Street Fair Committee will not be held liable for legal damages. The OBMA/Street Fair Committee, a nonprofit corporation, assumes no responsibility for any loss, damage, injury, or claim arising out of the participants acts or omissions in the Ocean Beach Street Fair & Chili Cook-off Festival. The applicant hereby agrees to hold the Association/Committee, the Directors, and Members harmless from any claim arising out of the applicants entry, acts, or omissions in said Street Fair & Chili Cook-Off Festival or any accident, injury, or damage involved therein, including but not limited to attorney fees and court costs. I have read the above and agree to the terms and agree to abide by the rules & regulations stated on the information sheet.

Company/Organization: _____

Signature: _____ Date: _____

Please **initial** that you have read and agree to the following:

- _____ No refunds after May 1, 2017
- _____ Cancellations before May 1, 2017, subject to \$85 fee
- _____ Cleaning deposits are refundable if space is left clean
- _____ Food vendor sink charge is non-refundable
- _____ No tarp or sign will be more than 12ft. tall
- _____ Tents must be secured in case of wind gusts

WHERE TO MAIL:

Ocean Beach MainStreet Association
 Attn: Vendor Coordinator
 P.O. Box 7990 San Diego, CA 92167

DROP OFF AT:

Ocean Beach MainStreet Association
 1868 Bacon Street Suite A San Diego, CA 92107

APPLY ONLINE:

www.OceanBeachSanDiego.com

FEES:	TOTAL
SPACE FEE _____ x \$ _____ = _____ <small>(see p.2 for fee schedule)</small>	
FOOD VENDOR SINK _____ x \$ 75 = _____ <small>(food vendors only)</small>	
LIABILITY INSURANCE \$ 35 = _____ <small>(one day policy, not available for food vendors)</small>	
PARKING FEE \$ 30 = _____ <small>(first come first served—limited spaces)</small>	
AMOUNT ENCLOSED..... \$ _____	
MO/CC/Cashiers Check	
CLEANING DEPOSIT \$ 50	
<small>(separate check/MO)</small>	

NAME: _____

Vendors (non-food only)
\$35 One-Day Insurance Coverage Application
 Ocean Beach Street Fair & Chili Cook-Off Festival
 June 24, 2017

IMPORTANT INFORMATION:

This Is Not A Binder. This is information for One-Day Insurance Coverage. All vendors must either carry their own Liability Insurance or purchase One-Day Insurance Coverage through the OBMA's insurance. If you have your own insurance, please provide us with the information requested on the middle of **Page 3** this packet along with a copy of your ACORD certificate.

APPLICANT INFORMATION:

Name: _____

Doing Business As: _____

Applicant is: Sole Proprietor Corporation Partnership
 Joint Venture Other _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Contact Person: _____

Telephone (_____) _____ Fax Number (_____) _____

UNDERWRITING INFORMATION:Type of Product Sold/Handled/Displayed: *(Please be thorough)*

*******Please attach any pamphlets/brochures if available.*******

ELIGIBILITY IS NOT GUARANTEED: Flowers, Artwork, Clothing, Jewelry, Novelties, and Souvenirs are usually acceptable. ANYTHING OUT OF THESE CATEGORIES MUST BE SUBMITTED FOR REVIEW. Food Vendors must supply their own liability insurance and submit it with their application.

Cost: \$35 in addition to your Booth Space Fee. Please include \$35 when you send in your Booth Space Application and your payment by money order, cashier's check, personal/business check or credit card. If you are not approved for insurance coverage, your \$35 will be refunded to you.



Please return the One-Day Insurance Coverage Application and any other documents by mail to:

Ocean Beach MainStreet Association
 Attn: Vendor Chair
 PO Box 7990
 San Diego, CA 92167

For Questions:
 Call: **619-224-4906**
 Email:
 info@oceanbeachsandiego.com