FAIRFIELD MAIN STREET ASSOCIATION

A California Main Street City Since 1995

Thursdays On The Green

2017 Vendor Application

THURSDAYS 3:00 ~ 7:00pm ♦ MAY 4th ~ OCTOBER 5th

Opening Day: May 4th

Business Name: _____ Contact: _____

Address: _____ City _____ Zip _____

Day Phone: _____ Evening Phone: _____

Cell Phone: _____ E-mail Address: _____

NON-SEASON VENDORS / OPENING DAY ONLY $55.00 (10X10)

SEASONAL VENDORS:

APPLICATION FEE: $10.00 AND First & Final Week Fee due with Application. See Below:

$40.00 Food Processed On-Site $30.00 Pre-packaged Food $20.00 Artisan/Crafter

$15.00 Community Service Groups (6 Spaces Available) $40.00 Commercial Vendors

BOOTH SPACE (select requested booth size):

1 space 10x10: _____ 10x15 _____ (1 1/2 Fee Amt) 10x20: _____ (2 Times Fee Amt)

PRODUCT LIST - List all items, including beverages:

_____

_____

_____

CREDIT CARD - Paying Per Month Only ($5.00 transaction fee)

Credit Card: ❒Visa ❒MasterCard No: _____-_____-_____-_____

Name On Card: _____

Expiration Date: ___/20____ Zip Code: _____ 3-digit _____

I have chosen to pay for my space via my credit card. I understand that monthly payments are required when paying with credit card and that my credit card will be deducted the 1st of each month for every Thursday in that given month. I will notify the FMSA office in writing if I choose to no longer participate.

Signature: _____ Date: _____

Mail to: 1000 Webster St., Ste. A ♦ 1st Floor - Fairfield, CA 94533
Email: yolanda@fairfieldmainstreet.com ♦ For more information, call: 707-422-0103

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2017 Hold Harmless Agreement

The undersigned certifies that s/he is authorized to:

1) Execute on behalf of the group/business and
2) Accepts legal process on behalf of the group/business.

I do hereby agree to indemnify and hold harmless to Fairfield Main Street Association, City of Fairfield, and their respective officers, agents, members, and employees of any sponsoring organization and underwriters, individually or collectively from all fines, penalties, liabilities, losses, claims, damages, and expenses, including court costs and attorney's fees, incurred or suffered as a result of or relating to my participation in any event sponsored by the Fairfield Main Street Association and City of Fairfield.

Further, I have read and agree to the

Vendor Rules and Information (pg. 4)

Signature of Applicant _____ Date _____

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2017 Vendor Check List

- ❒ Completed Vendor Application
- ❒ Signed Hold Harmless Agreement (pg. 2)
- ❒ Photograph of booth and description of <u>all</u> items sold or displayed. Returning Vendors: Provide Product list only
- ❒ Proof of liability insurance naming Fairfield Main Street Association as additional insured
- ❒ Proof of Solano County Temporary Food Facility Permit. Refer to Solano County website for requirements: www.solanocounty.com or contact the Resource Management Department (707) 784-6765 for your permit application.
- ❒ Proof of non-profit status from IRS (if applicable).
- ❒ Proof of Seller's Permit (if applicable). Refer to CA Board of Equalization website: http://www.boe.ca.gov/sutax/faqseller.htm

  CA STATE BOARD OF EQULIZATION - Fairfield Office
  2480 Hilborn Road, Suite 200
  Ph:707.427-4800 Fx:707.427-4815

- ❒ Booth Payment Fee: First & Final week required with application.
- ❒ Signed Vendor Rules & Information Form
- ❒ Review of FMSA's 2017 Zero Waste Event Vendor Guide & Requirements. **FOOD VENDORS;** Please read carefully!

_____ _____

Applicant Signature *Date*

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Thursdays On The Green
2017 Vendor Rules & Information

Thank you for your interest in participating in "Thursdays on the Green".
Following is a list of rules and information:

Initial:

_____Vendor Space is 10x10. Rates increase relative to additional needed space. VENDORS ARE REQUIRED TO UTILIZE A CANOPY. CANOPIES ARE NOT PROVIDED

_____Only Vendor named on application may utilize designated space. Spaces may not be shared.

_____All vendor product, supplies & equipment must remain within designated vendor space.

_____**All vendors must bring and utilize weights and/or sandbags on tents/canopies**. Fairfield winds can blow up to 40mph.

_____Proof of liability insurance naming Fairfield Main Street Association as additional insured is required by all vendors.

_____All Food Vendors must meet Solano County Permit Requirements. Please refer to the Solano County Website for requirements: www.solanocounty.com,

_____Vendors must arrive and set up no later than 30 minutes before event start: 3pm. All vendors must be set up and ready for customers at this time.

_____**Cancellations: 3-day notice in (email ok)** prior to event is required to avoid paying the booth fee. Notices must be received in our office by 5pm Monday of the week of participation.

_____All vendor product prices must be clearly posted at all times.

_____Only products listed and described on application may be sold at event.

_____Vendors are responsible for the disposal of their trash and liquid waste. The space and surrounding area must be clean and free of debris upon departure. A $50.00 service fee will be imposed on vendors failing to adhere to this rule.

_____Vendors must bring their needed water supply. Warm water is not available.

_____Vendors must post a sign at their booth which clearly identifies their business name.

_____Food vendors must keep an all-purpose fire extinguisher within their booth space.

_____Proof of Seller's Permit must be provided (if applicable).