



**VENDOR APPLICATION**

I am a:  New Vendor  Returning Vendor  Returning Vendor with updated information

Vendor Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Government Agency  Non-Profit Agency (501c3)  Commercial Business  Other \_\_\_\_\_

**1. Describe your booth (Check one):**

TYPE OF BOOTH	APPLICATION REQUIREMENTS
<input type="checkbox"/> Information Only – No Sales	<ul style="list-style-type: none"> <li>• Vendor Application Pages 1-3</li> <li>• \$1M Liability Insurance Certificate or Waiver (see Page 4)</li> </ul>
<input type="checkbox"/> Non-Food Sales	<ul style="list-style-type: none"> <li>• Vendor Application Pages 1-3</li> <li>• \$1M Liability Insurance Certificate or Waiver (see page 4)</li> <li>• City of Modesto Business License or Temp. Sales Permit</li> </ul>
<input type="checkbox"/> Food Sales or Food Samples	<ul style="list-style-type: none"> <li>• Vendor Application Pages 1-3</li> <li>• \$1M Liability Insurance Certificate or Waiver (see page 4)</li> <li>• City of Modesto Business License or Temporary Sales Permit</li> <li>• Fire Prevention Bureau Application for Special Event Food Sales (page 5 &amp; 6)</li> <li>• Stanislaus County Temporary Food Permit Application (page 7 &amp; 8)</li> </ul>

**2. Booth fees (Check one):**

Vendor Booth = 10' X 10' Must provide your own tables, chairs & awnings, etc. Tents over 200 sf require payment for 2 booth spaces and special permits, applications available at <a href="http://www.modestogov.com/public/forms/">www.modestogov.com/public/forms/</a>	Rec. by 3/1	Rec. after 3/1
<input type="checkbox"/> Commercial Business/Other (Information Only)	\$75	\$100
<input type="checkbox"/> Commercial Business/Other (Non-Food Sales)	\$100	\$125
<input type="checkbox"/> Commercial Business/Other (Food Sales)	\$160	\$200
<input type="checkbox"/> Government/Non-Profit Agency-501c3 (Information Only)	FREE	\$25
<input type="checkbox"/> Government/Non-Profit Agency-501c3 (Non-Food Sales)	\$20	\$45
<input type="checkbox"/> Government/Non-Profit Agency-501c3 (Food Sales)	\$120	\$150

**Business License/Sales Permit (Check one):**

- No business license is required for our booth.
- A copy of our City of Modesto business license is attached.
- Please provide us with a temporary sales permit - \$10.00 fee.

See page 3 for special requests

**FOR OFFICIAL USE ONLY**

- \_\_\_ Paid                      \_\_\_ Fire                      \_\_\_ Ins
- \_\_\_ Food                      \_\_\_ Map                      \_\_\_ Vet
- \_\_\_ RPC                      \_\_\_ Confirm                      \_\_\_ B.L.
- \_\_\_ Database

**Graceada Park ● April 21, 2018 ● 10am - 4pm**



## VENDOR APPLICATION

Applicants will be considered for participation based upon responses to the following questions. Environmental organizations, governmental agencies and green businesses will be given preference. **Applications deadline is March 1, 2018. Selected vendors will be notified on or before April 2, 2018** (Attach additional pages if necessary.)

## VENDOR CRITERIA QUESTIONS

1) What is the overall theme of your booth? Please check box

- Recycle/Waste Reduction
- Water
- Endangered Species
- Alternative Energy
- Social Awareness

- Climate Change
- Air Pollution
- Farming
- Healthy Living
- Other: \_\_\_\_\_

2) Describe your display, presentation or product:

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**Graceada Park • April 21, 2018 • 10am - 4pm**



**Final Checklist**

Please make a copy for your records

Check	Fee	Form	3 Ways to Submit
	\$	Vendor Application- Booth Fee	Mail: Earth Day in the Park Festival City of Modesto PO Box 642 Modesto, CA 95353  E-mail: <a href="mailto:swm@modestogov.com">swm@modestogov.com</a>  Fax: (209) 521-4801
	NC	Liability Insurance Endorsement or Completed Waiver	
	\$	Fire Prevention Bureau Application for Special Event Food Sales- Propane Use Fee	
	NC	Stanislaus County Temporary Food Permit Application	
Total	\$	Make Check Payable To: <b>City of Modesto- Earth Day</b>	

**APPLICATION DUE BY: MARCH 1, 2018**

**Please describe any special needs for your booth.**

(Note: We will do our best to meet your special needs but cannot guarantee they will be met and booth spaces are reserved on a 1<sup>st</sup> come 1<sup>st</sup> served basis)

- A vehicle will be part of our display please reserve street parking for a \_\_\_\_\_ (size) vehicle
- Animals will be part of our display, please reserve shade
- Water hook-up needed
- Double booth space (May require additional fees)
- Please put us in (or as close to) the same spot as last year
- Other: \_\_\_\_\_

**Vendors must complete all required pages, incomplete applications will not be considered.**

The Earth Day in the Park Committee reserves the right to reject or conditionally accept applications.

**Confirmation packets will be sent the week of April 10, 2018**

For questions call the Solid Waste Management Office at 209/577-5495

**Graceada Park ● April 21, 2018 ● 10am - 4pm**



## LIABILITY INSURANCE REQUIREMENTS

Each participating vendor must provide the City of Modesto with an appropriate insurance certificate **OR** a signed liability waiver (see below).

### Certificate of Insurance

Vendors must provide general liability insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and property damage. **Vendors must list the following information on the Certificate of Insurance in the area titled "Description of Operations" and Endorsements:**

**The City of Modesto, its Officers, Agents, Employees & Volunteers are named as additional insured per the attached endorsement. Project: Earth Day in the Park Festival, 2018.**

Vendors shall provide the CITY with separate endorsements evidencing proof of the CITY's additional insured status as to both the general liability and automobile liability insurance policies.

If applicable, Automobile Liability insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and property damage. This insurance shall cover any automobile for bodily injury and property damage.

If applicable, Proof of Workers Compensation Insurance for vendors who will have employees working during the event.

All endorsements referenced above must include the applicable policy number.

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### Liability Insurance Waiver

I agree to hold the City, its agents, officers, employees, and volunteers, harmless from and save, defend and indemnify them against any and all claims, losses, liabilities and damages from every cause, including but not limited to injury to person or property or wrongful death, with the indemnity to include reasonable attorney fees, and all costs and expenses, arising directly or indirectly out of any act or omission, whether or not the act or omission arises from the sole negligence or other liability of its agents, officers, employees, or volunteers relating to this event.

Vendor Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Endorsements or Waivers must be received by April 2, 2018  
No exceptions.**

**Graceada Park ● April 21, 2018 ● 10am - 4pm**