

**All American  
4th of July  
PICNIC  
in the Park**

**SUNDAY JULY 4<sup>TH</sup>, 2010**

**SUNDAYS IN THE PARK**



**BOOTH VENDOR APPLICATION**

**FOOD VENDORS:** Fee is **\$50**

Because this special event includes both the **ALL AMERICAN 4<sup>TH</sup> OF JULY Picnic in the Park** from noon to 4 pm and a **SUNDAYS IN THE PARK** concert starting at 6 pm, food vendors will be required to remain open from noon until 8 pm. Food vendors will be located close to the stage area.

**FINE ART OR ARTS & CRAFTS VENDORS:** Fee is **\$25**

These vendors will be in an area where vendors are required to stay from noon until 4 pm for the **ALL AMERICAN 4<sup>TH</sup> OF JULY Picnic in the Park**. No vehicles will be allowed in the park.

Business/Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Phone \_\_\_\_\_

Contact Email \_\_\_\_\_

Sellers Permit # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Provide vehicle and trailer Identification (for each vehicle).

Make \_\_\_\_\_

Model \_\_\_\_\_

Color \_\_\_\_\_

License # \_\_\_\_\_

**PLEASE LIST ITEMS TO BE SOLD ALONG WITH PRICES:** (attach a separate sheet if needed)

ITEM	PRICE	ITEM	PRICE
1. _____	\$ _____	5. _____	\$ _____
2. _____	\$ _____	6. _____	\$ _____
3. _____	\$ _____	7. _____	\$ _____
4. _____	\$ _____	8. _____	\$ _____

**FOOD VENDORS THAT REQUIRE ELECTRICITY**   
(NO Electricity for Non-Food Vendors)

Payment of Booth fees may be made in Cash, Personal Check, Money Order or by Cashier's Check.  
Checks are to be made payable to the City of Ukiah, 411 W Clay St., Ukiah, CA 95482 **by June 4, 2010.**

**Complete the reverse side ..... ⇒ Complete the reverse side..... ⇒ Complete the reverse side..... ⇒**

**For Office Use**

Date Received \_\_\_\_\_ Fees Paid \_\_\_\_\_

Insurance Certificate \_\_\_\_\_ Endorsement \_\_\_\_\_

Notes \_\_\_\_\_ 4<sup>th</sup> of July 900.205.242

**CONCESSIONAIRES AGREE TO THE FOLLOWING:**

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1. Submit a completed City of Ukiah Concessionaire Application with booth fee prior to the deadline.
2. Follow all local, state and federal laws, regulations, and guidelines for food and beverage service and handling and any other laws governing this type of activity including but not limited to receiving a **Temporary Food Facility Permit from the County of Mendocino Environmental Health Division.**
3. Food vendors must provide the City of Ukiah with a **Certificate of Insurance and Additional Insured Endorsement** (Form CG 20 26 11 85) naming the City of Ukiah as additionally insured in the amount of \$1,000,000 (one million dollars). City forms will be provided upon request.
4. **Non-Food Vendors acknowledge that liability insurance coverage for this event insures the City of Ukiah only. If Vendor desires their own insurance, all costs of such coverage shall be incurred by the Vendor.**
5. Provide your own extension cord(s). There are a limited number of electrical outlets available for food vendors that will be assigned on a first come, first serve basis. **Please indicate if power is needed** on the front of this form.
6. Provide a menu of your items with prices on your booth and clearly visible to the consumer.
7. Provide your own tables, chairs, and shade (optional). Tables and chairs will not be provided.
8. The Vendor agrees to keep booth open during the specified times of the event. All vendors must be set up and ready by 11:30 am. Food vendors are required to be open from noon to 8 pm. All other booths are required to be open from noon to 4 pm. Your assigned area will be posted. Each concessionaire will receive a 10ft x 10ft area. **Do not move from assigned locations.**
9. Keep your booth and surrounding area clean throughout the event and perform a final clean-up of the area upon departing. Use the dumpster or pack your garbage out.
10. Wind and weather is unpredictable. It may get very cold in the evening although extremely warm in the afternoon. Bring jackets. The west winds are a problem in the afternoon, plan accordingly.
11. The City of Ukiah has procedures and policies for conducting business within the City limits. All sellers must have a valid sellers permit and/or business license as applicable.
12. The undersigned and the organization he/she represents ("applicant") shall fully indemnify, defend and hold harmless the City of Ukiah, and its officers, employees and agents (collectively, the "City") against any expense or liability in connection with a claim for damages against the City ("claim") which arises out of applicant's use of a booth at the All American 4th of July Picnic in the Park and/or Sundays in the Park concert at Todd Grove Park. Applicant will pay all costs incurred by City or required to defend City against any claim, including, but not limited to, court-related fees, litigation expenses, and the fees of attorneys, experts, expert witnesses and consultants. Applicant will pay the full amount of any settlement of a claim by the City or judgment against the City resulting from a claim.

**BOOTH APPLICATIONS AND FEES ARE DUE BY JUNE 1, 2010**

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Due to lack of space and other criteria, some applications will be denied. In order to limit competition among concessionaires, modifications to menus may be requested. For further information on the selection process, contact Lory Limbird in the Community Services Department at 463-6231.

WE/I HAVE ENCLOSED MY CHECK IN THE AMOUNT OF \$ \_\_\_\_\_  
I UNDERSTAND THAT IF I AM NOT SELECTED TO PARTICIPATE, OUR/MY FEE(S) WILL BE RETURNED IMMEDIATELY. THE CITY OF UKIAH RESERVES THE RIGHT TO REJECT AN APPROVED BOOTH IF THE APPLICANT(S) DO (ES) NOT MEET THE PROVISIONS OUTLINED ABOVE AND/OR ANY PROVISIONS ISSUED AT A LATER DATE BY THE COMMUNITY SERVICES DEPARTMENT.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Food Voucher Program: Please read carefully**

WE/I WILL PARTICIPATE IN THE FOOD VOUCHER PROGRAM FOR THE CITY OF UKIAH EMPLOYEES/VOLUNTEERS. We/I will keep accurate records of all voucher concessions. We/I will submit a voucher reimbursement invoice no later than September 10, 2010. In the event that I do not submit our/my voucher reimbursement invoice, I acknowledge that the City of Ukiah is not obligated to pay my voucher reimbursement invoice.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

