

**CITY OF UKIAH COMMUNITY SERVICES DEPARTMENT
411 W. CLAY ST. UKIAH, CALIFORNIA 95482
(707) 463-6231**

**CONCESSIONAIRES APPLICATION FORM
2009 MOONLIGHT MOVIE MADNESS**

NAME OF ORGANIZATION _____
 CONTACT PERSON _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____ PHONE NUMBER _____
 FAX NUMBER _____ E-MAIL _____

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

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

WE ARE/I AM INTERESTED IN SELLING CONCESSION ITEMS ON THE FOLLOWING MOVIE DATES:
(Please check all that apply)

_____ June 19	Madagascar 2	_____ August 21	Beverly Hills Chihuahua
_____ July 17	Journey to the Center of The Earth	_____ September 4	WALL•E
_____ August 7	Racing Stripes	_____ September 18	Love Bug

CONCESSIONAIRE FEES:

Businesses: \$40 per movie or \$35 per movie to attend 5 or more dates.

Non Profits: \$20 flat rate to attend.

No Refunds will be issued.

Do you need electricity? Y N Non-Profit ID # (if applicable) _____

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

For Office Use	
Date Received _____	Fees Paid _____
Insurance Certificate _____	Endorsement _____
Notes _____	movies 900.205.235

CONCESSIONAIRES AGREE TO THE FOLLOWING:

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. 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. Provide your own extension cord(s). There are a limited number of electrical outlets available that will be assigned on a first come, first served basis. **Please indicate if power is needed.**
5. Provide a menu of your items with prices on your booth and clearly visible to the consumer.
6. Provide your own tables, chairs, and shade (optional). Tables and chairs will not be provided.
7. Be set up and ready to serve movie attendees by 7:30 p.m., your assigned area will be posted. Each concessionaire will receive a 10ft x 10ft area. **Do not move from assigned locations.**
8. Keep your booth and surrounding area clean throughout the event and perform a final clean-up of the area upon departing; Use the dumpster located in the Conference Center parking lot or pack your garbage out.
9. Water outlets are limited. Bring drinking water if possible.
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 a Moonlight Movie Madness in the Alex Thomas Plaza. 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 5, 2009

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, MY/OUR 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 11, 2009. 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 _____