



Hollister Downtown Association
31st Annual Street Festival
Car Show Vendor Application
Vendor Rules & Guidelines

☆ **SHOW DETAILS**

Date: Saturday, July 15, 2017
Show Hours: 10:00 am to 4:00 pm
Location: Downtown Hollister

Schedule of Events: 8:00–10:00 am Vendor Set-Up
4:00–5:00 pm Vendor Tear-down (no leaving early due to liability, even if sold out)

Event Coordinator: Teri Escamilla
Phone: 831-636-8406
E-Mail: events@downtownhollister.org

☆ **HDA CONTACT INFORMATION**

Office Hours: 8:00 am to 5:00 pm, Monday–Friday
Phone: 831.636.8406
FAX: 831.636.5909
Address: 514 Monterey Street, Hollister, CA 95023
E-Mail: events@downtownhollister.org

☆ **PARTICIPANT BOOTH TYPES & FEES**

Single Booth Fee (10 x 10): \$100
Double Booth Fee (10 x 20): \$180
Outdoor Activity Space: \$200 (space determined by Manager)
Single Booth Food Vendor (10 x 10): \$120 (invitation only)
Double Food Vendor (10 x 20): \$220. (invitation only)
Food Vendor (Large Truck): \$150 (invitation only)
Electricity Fee: \$25 (Hook-ups are limited!)

NOTE: HDA members and Non-profits receive ½ price on Booth Fee

☆ **PROGRAM DEADLINE**

Applications due Thursday, June 8, 2017 to be included in Event Program

☆ **PAYMENT PROCEDURES**

Payment must be submitted by cash or check (payable to HDA) prior to the Vendor Car Show, along with the completed application. A \$25 fee will be assessed for checks that do not clear the bank due to insufficient funds.

☆ **REQUIRED PERMITS**

Copies of each applicable certificate and/or permit must be submitted with application. All appropriate information must be included for an application to be processed.

<p>Health Permit (fee required) Required if giving out samples and/or selling prepared food products.</p>	<p>San Benito County Health Department 351 Tres Pinos Rd., Ste C-1 Hollister, CA 95023 831-636-4035 www.sanbenitoco.org</p>
<p>Resale Permit (no fee required)</p>	<p>California State Board of Equalization 111 E. Navajo Drive, Suite 100, Salinas, CA 93906 (831) 443-3003 www.boe.ca.gov</p>
<p>Hollister Business License Form also available online: http://hollister.ca.gov/site/html/gov/office/license.esp Deadline Thursday, June 29, 2017</p>	<p>City of Hollister 375 Fifth Street, Hollister, CA 95023 (831) 636-4301</p>

Please note: We have included a Hollister Business License Application with the Vendor application packet for your convenience. If you will be submitting the form for a license with your Vendor application, please make a separate check of \$31.00 payable to the **City of Hollister**.

• **RESERVATIONS & SPACE ASSIGNMENTS**

1. Applications must be received by the Car Show Vendor Manager by **Thursday, June 29, 2017**.
2. Applicants must accept the space given to them by the Manager.
3. Incomplete applications or those missing required permits will not be processed until all items are submitted.
4. Selection of vendors is at the discretion of the Manager, based on the vendor's ability to enhance the overall Car Show image.
5. All vendor merchandise must be approved through the application process.

• **GENERAL RULES**

1. Children of vendors (age 10 and under) must be accompanied by an adult at all times while participating in the Show.
2. Smoking or drinking of alcoholic beverages is not permitted in the event area.
3. Applicants are responsible for the actions of their employees, representatives, or agents.
4. All applicants must comply with all applicable Federal, State, County, and local laws, ordinances and regulations.
5. The Manager will implement and enforce all rules and regulations pertaining to the operation of the Show in a fair and equitable manner.

• **BOOTH DISPLAY**

1. Applicants must maintain and leave their booth in a safe and clean condition. Applicants are not permitted to use the Show trash cans to dispose of their waste and are responsible for bringing their own receptacles for their own waste. **Violators will be subject to \$100 fine.**

• **FOOD VENDORS ONLY: PREPARED & PRE-PACKAGED**

1. All vendors must be in compliance with governing agencies and have proper licenses and certificates in good standing before participating in the Car Show.
2. Food Vendors are strongly encouraged to use eco-friendly, biodegradable materials when serving food (no Styrofoam or plastic).

Hollister Downtown Association

Street Festival Vendor Application

Please fill in the information below, read the Information, Rules, & Guidelines included with this application, and return the completed form *including copies of required certificates and/or permits* to the Hollister Downtown Association, 514 Monterey Street, Hollister, CA 95023. **Make check payable to the HDA.**

PLEASE PRINT

Business Name: _____

Contact Name: _____

Email Address: _____

Mailing Address: _____

Phone: _____ Fax: _____

Copy of Seller's Permit Copy of Health Permit Copy of Hollister Business License

- Single Booth Fee (10 x 10):** \$100
 - Double Booth Fee (10 x 20):** \$180
 - Outdoor Activity Space:** \$200 (space determined by Manager)
 - Single Booth Food Vendor:** \$120 (invitation only)
 - Double Booth Food Vendor:** \$220 (invitation only)
 - Food Vendor (Large Truck):** \$150 (invitation only)
 - Electricity Fee:** \$25 (Hook-ups are limited!)
- Total Amount Due \$** _____

List specifically all Products that you wish to sell at the Show. Use additional sheet, if necessary.

Item	Description

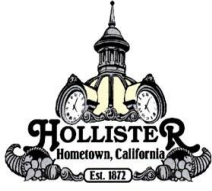
By being accepted to sell at the Hollister Downtown Association's Street Festival (SF), the applicant agrees to abide by all State, Local, and SF rules & regulations and all decisions made by the Manager and the SF Committee. The applicant agrees to indemnify & save harmless the Hollister Downtown Association, its Board of Directors, agents, servants, and employees from any damage, injury, or loss to any persons, including, but not limited to persons who the applicant may be liable under any Workman's Compensation Law and the seller him/herself, and from any loss damages, caused of action claims or suits for damages or in any other liabilities whatsoever, for the failure to operate the SF Vendor Show due to destruction by fire, other calamity, or by an act of God, strikes, statues, ordinances, or any legal authority or any other cause beyond the HDA's control.

I HAVE READ AND UNDERSTAND THE RULES, REGULATIONS, AND POLICIES HEREIN, AND AGREE TO CONFORM TO THE RULES, REGULATIONS AND POLICIES CONTAINED HEREIN. FAILURE TO CONFORM WILL RESULT IN DISMISSAL OF MY PRIVILEGE FOR FUTURE STREET FESTIVAL VENDOR SHOWS.

APPLICANT'S SIGNATURE _____

PRINT NAME _____ DATE _____

Office: Date Received: _____ **Payment Information:** _____



CITY OF HOLLISTER

Finance Department

327 Fifth Street
Hollister, CA 95023
Phone: (831) 636-4301
Fax: (831) 634-4913
www.hollister.ca.gov

<u>Business License Number</u>	
New	_____
Renewal	_____

NON-REFUNDABLE BUSINESS LICENSE TAX APPLICATION

Print or type all applicable information

Corporation Corporate Name: _____

Sole Proprietorship Husband & Wife Sole Proprietorship Partnership Non-Profit Org. (Exempt) LLC

Business Name (doing business as) _____

Business Description (detailed summary) _____

Business Address (address, city, state, zip code) _____ Home based business? - Home Occupation Permit required

Mailing Address if different from above (address, city, state, zip code) _____

Web Page Address _____ E-mail address _____

Opening Date _____ Business Phone _____ Fax No. _____

No. of employees _____ Resale Number _____

State Contractor's License No. & Class _____ Expiration Date _____

Owner or Officer Names(s)/Title:

Name _____ Address (City, State, Zip code) _____ Phone _____

Name _____ Address (City, State, Zip code) _____ Phone _____

NOTICE: Issuance of a business license does not give you permission to operate a business that violates federal, state or local laws. You are urged to check with the appropriate city and county departments for further information about those regulations affecting your business PRIOR to paying the business license tax. ONCE PAID, BUSINESS LICENSE TAXES WILL NOT BE REFUNDED.

READ AND INITIAL _____

Planning 636-4360 Code Enforcement 636-4365 Health 636-4035 Police 636-4330 Building 636-4355 Fire 636-4325

I hereby certify under penalty of perjury that I have read the foregoing, and that the information provided is true and correct.

Applicant Signature _____ Print (Signature Name) _____ Date _____

The Business License Tax is to be submitted with this application

For Internal use only:

Ordinance Section _____ License Type _____

Business License Tax \$ _____

Penalties (if applicable) \$ _____

Total Due \$ _____

Expiration Date _____

Processed by _____

Payment Method: Check Cash Visa/MC