



Hosted by



26th ANNUAL
SATURDAY, MAY 19TH, 9AM—6PM

SPECIALTY MERCHANDISE & SERVICES
SUNDAY, MAY 20TH, 9AM—5PM

COMPANY: _____ PHONE: _____

FIRST: _____ LAST: _____ CELL: _____

MAILING ADDRESS: _____ FAX: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL: _____ WEBSITE: _____

CURRENT CALIFORNIA SELLERS PERMIT #: _____

NON-PROFIT STATUS INFO: _____

BOOTH SPACE RATES (Please check all boxes that apply): First column is for applications received and paid for before February 1, 2018.

	Before 02/01/18	After 02/01/18	<u>TOTAL</u>
☐ Non-Member Booth Space	\$400.00	\$500.00	_____
☐ Chamber Member <i>Chamber dues must be current</i>	300.00	400.00	_____
☐ Non Profit Booth Space (Attached non-profit status)	275.00	375.00	_____
☐ Home-Based Business Discount (No storefront or retail wares are not sold in stores)		(100.00)	_____
☐ Jury Fee/Separate check	10.00	10.00	_____
☐ Security Deposit/Separate check	100.00	100.00	_____
<i>No tent or equipment rentals available through Chamber</i>		Grand Total	_____

- **Non-Refundable Jury Fee** does not apply to non-profit organizations, Oakdale Chamber Members, Oakdale residents and returning vendors.
- **Security Deposits** are held until after the event to ensure spaces are left in the same condition they were in when the vendor arrived. Deposits may be withheld at management discretion for, but not limited to: failure to show, late arrival, violation of rules of the event, unauthorized sales, early load out and unattended booths.
- **Certificate of Insurance** required naming Oakdale Chamber of Commerce, event Chocolate Festival as additional insured to be sent by April 2, 2018 to Oakdale Chamber of Commerce.

PRODUCT(S) OR SERVICE(S) INFORMATION

Please provide a description of the product and/or services that you will present in your booth. You must enclose one or more color photos of your products or describe in detail your services to help us in our selection procedure. Any products not listed, must be approved in writing by the Specialty Merchandise & Services Committee. Attach another page if necessary.

Description(s):

Price:

NO RAIN DATES • NO REFUNDS
I HAVE READ THE FESTIVAL'S BOOTH POLICIES, PROCEDURES, AND REQUIREMENTS, I HAVE A COPY AND WILL COMPLY WITH THEM

I agree to indemnify, protect and defend and hold the Oakdale Chamber of Commerce, its Board of Directors, City of Oakdale, the Chocolate Festival Committee, representatives, agents, successors, members and employees of each of them harmless from and against any claims, demands, proceedings, causes of action, suits, damages, liabilities, fines, penalties, cost to comply with court and public agency directives, losses, costs and expenses (including, without limitation, attorneys' and consultants' costs, expenses and fees, costs of experts, investigation expenses and costs incurred in settling indemnified claims either before and after litigation is commenced) arising out of my participation at The Oakdale Chocolate Festival as a vendor.

Signature _____ Date _____
Oakdale Chocolate Festival • 590 N. Yosemite Ave. • Oakdale, CA 95361 • 209-847-2244 /Fax 209-847-0826
oakdalechamber.com or events@oakdalechamber.com

Revised 10/17/17

Completed: ☐ Booth Fees ☐ Deposit ☐ Insurance ☐ Seller's #

Office Use Only

Returning _____ or New Vendor
year

SPECIALTY MERCHANDISE & SERVICES

BOOTH FEES: Booth and other applicable fees are due with submitted application.

	<u>Before 02/01/2018</u>	<u>After 02/01/2018</u>
Non-Member Booth Space	\$400.00	\$500.00
Chamber Member	\$300.00	\$400.00
Non Profit Booth Space	\$275.00	\$375.00

Booth fees include City of Oakdale business license fees. Once notified of acceptance, an Exhibitor's fee will not be refunded if he/she withdraws from the festival.

NON-PROFIT/CHARITABLE APPLICANTS: Must submit written proof that they are legitimately working on behalf of a non-profit/charitable organization. 100% of all net proceeds must go directly to the organization. If you are selling anything, you must possess a valid sales permit available at the Board of Equalization at no charge to your organization.

ELECTRICITY: **ELECTRICITY IS NOT AVAILABLE**; if you plan to use a generator you **MUST** indicate it on your application.

JURY FEES AND SALES: Application must include a non-refundable separate check for \$10 jury/processing fee made payable to the Oakdale Chocolate Festival. Oakdale Chamber of Commerce members and previous year's vendors are exempt from jury fees. All other applications received without this fee will be rejected. One hundred percent of all net proceeds will be retained by Exhibitor.

Acceptance is at the discretion of the Specialty Merchandise & Services Committee. The committee will screen applicants. Selection to current Chocolate Festival does not guarantee acceptance for future Chocolate Festivals. The committee will adhere strictly to this criteria and deadlines, there will be no exceptions. **You may sell ONLY what you have been approved to sell.**

SECURITY DEPOSITS: All applicants are required to submit a separate deposit in the amount of \$100. All or a portion of the deposit will be refunded after the festival pending the adherence to the general rules. Spaces must be in the same condition they were in when you arrived. Deposits may be withheld at management discretion for, but not limited to failure to show, late arrival, early leaving, violation of rules of the event, unauthorized sales, early load out and unattended booths.

LIABILITY INSURANCE: All vendors will be required to provide a certificate of insurance in the amount of \$1M naming the **Oakdale Chamber of Commerce, event Oakdale Chocolate Festival** as additionally insured. It should be a product liability coverage policy.

VENDOR REQUIREMENTS: Approved vendors will receive an information packet with additional rules and regulations. Vendor must read these rules and adhere to them. Vendors must assume responsibility for paying sales taxes and comply with applicable federal, state, and local statutes and ordinances, and agree to assume full responsibility for the payment of all sales taxes occasioned by the use of booth space. Any changes to the original application must be approved in writing by the Specialty Merchandise & Services Committee.

EXHIBITOR'S PASSES: Vendors will receive 4 Exhibitor's Passes per booth. Additional vendor passes, good for both days, may be purchased at the cost of \$5.00 each by May 11.

BOOTHS: Exhibitors are to provide their own displays, tables, racks, signage, shade, etc. within their assigned 10'x10' booth space. **Displaying outside of designated space must be pre-approved prior to expansion.** Please indicate any unusual or specific requests on the application form. We will attempt to fulfill requests, but can make no guarantees. Exhibitors will accept responsibility for all materials and goods used or displayed in their booth area. **A copy of Workman's Compensation insurance is required for all applications** that will have employees during the course of the event.

SETUP: Exhibitors must have displays ready no later than 8:00 a.m. on Saturday, May 19th, 2018. Booth location information regarding access for loading and unloading will be detailed in a later mailing. A grounds map will be included. Exhibitors will be in attendance at their booths during the festival hours on both Saturday, May 19th, 9AM—6PM and on Sunday, May 20th, 9AM—5PM, 2018. **This is an outdoor event:** uneven terrain, inclement weather and wind gusts will occur. Prepare your booth accordingly. Some booths are located beneath or near trees.

RULES: If exhibitor fails to report in by 8 a.m. on Saturday, May 19th, 2018, the committee reserves the right to assign that space to someone else and select alternate exhibitors. The committee reserves the right to reject any applicant to control repetition or duplication of items sold, if it feels the quality or nature of the display will not compliment the festival or is significantly different from the representative. Booth spaces may not be assigned or sold to others vendors. **Sales confirmation limited only to booth space; NO BARKING, STROLLING, USE OF BULL HORNS, ETC.** Deviation of any rules/guidelines can result in terminating your booth and removal from festival. **EVENT IS DOG FRIENDLY.**

RECYCLING: In an effort to divert waste by recycling placing aluminum and plastic bottles in recycle containers throughout the festival. Please help by keeping your cardboard from your products separate and dispose of at the end of the day in the large black cans.

2018 APPLICATION DEADLINES

February 1st- Early registration with all fees.

March 23rd - Application deadline/postmarked with photos and fees.

April 2nd - Liability Insurance naming the Oakdale Chamber an Additional Insured and provide your California Seller's Permit Number.

April 15th- Screening will be completed and applicants notified with an acceptance card in the mail.

May 4th - Exhibitor's Packets mailed with placement, rules, and regulations.

Application for May 19 & 20, 2018
Specialty Merchandise & Services Vendor

Oakdale Chocolate Festival
590 N. Yosemite Ave.
Oakdale, CA 95361