

Holtville Carrot Festival

Craft & Info Booth Rental Agreement

101 West 5th Street
Holtville, CA 92250

www.holtvillechamber.org

(T) 760-356-2923/(F) 760-356-2925

festivalcoordinator@holtvillechamber.org

71st Annual Holtville Carrot Festival and Parade- "Keep Calm and Carrot On"
Holtville, CA February 10-11, 2018

The Holtville Chamber would like to invite you to join us in celebrating Holtville's 71st Annual Carrot Festival and Parade. The event will include carnival rides, parade, craft/info booths, delicious food, entertainment, and more.

The festival will be along the Holt Park area. Festival hours begin Saturday, February 10, 2018 at 10am through Sunday, February 11, 2018. The Parade will start at 10am. Operational hours for craft & info booth vendors will be 10am – 6pm however, you may keep your booth open as late as 8pm. All booths will be placed in and alongside Holt Park, near food vendors and entertainment area.

BOOTH SPACE

Booth spaces are to be reserved on a first-come, first-serve basis by January 26, 2018. Booths will be accepted beyond this date; however, a \$25.00 fee will be applied to the price of the booth rental.

- Booth spaces will measure 12' by 12'. If you exceed your space, you will be charged for an additional booth immediately.
- Vendors must supply their own tent, booth signage, tables, chairs, or additional supplies needed for the sale of their products. **Electricity will NOT be provided.**
- Location of booth spaces will be determined by the Holtville Chamber. Vendors will be notified of individually-assigned booth locations in advance of the festival. There is NO GUARANTEE vendor will have the same space as previous years.
- Vendors returning for Sunday will be allowed to relocate to any available space.

FEES

Craft & Info Booth Rental: One-day rental \$50.00; Two-day rental \$100.00. Note: a \$25 fee will be added for applications submitted after January 26th.

To ensure proper clean-up, a separate check or money order of \$25 will need to be left as a security deposit. NO CASH WILL BE ACCEPTED for clean-up fee.

- Any vendor who refers another vendor, with the purchase of a space, will be given a \$10 discount.
- If your application is not accepted all fees will be returned.
- There will be NO REFUNDS in the event of inclement weather.

Raffle:

- Vendor(s) will be required to provide a raffle basket of at least a \$10 value.
- Raffle tickets will be provided by the Holtville Chamber.
- A \$10 discount will be applied to initial fee for providing a raffle item.
- If a raffle item is not provided, vendor will be charged immediately with a \$10 fee. Failure to comply, you will be asked to leave the event.

Payments:

- Rental and additional fees are accepted in the form of cash, check, or money order.
- Please make checks out to Holtville Chamber of Commerce.
- Vendor(s) with an outstanding balance will not be accepted until all prior years' fees have been paid.

- An accepted application is a commitment to the festival. **NO REFUNDS** will be issued after January 26th for cancellations.

California Sales Tax:

You must have a California Sales Tax number to participate in this event. You can call 1-800-400-7115 or the Board of Equalization's Website at www.boe.ca.gov to acquire a CA sales tax number. Your individual number must be on your application; all other applications will not be accepted.

GENERAL RULES & REGULATIONS

- ALL items to be distributed or sold must be listed on the craft/info application and approved by the Holtville Chamber Committee. Products cannot be changed upon approval and acceptance of the application. Violators will be removed immediately.
- The Holtville Chamber of Commerce reserves the right to: (1) refuse the space to applicants that do not meet proper qualifications. (2) Make changes to the booth layout as necessary.
- **Absolutely no food/drink will be allowed for sale from craft/info booths.**
- All Vendors work at their own risk. NO responsibility can be assumed, and no insurance will be provided.
- **NO SALE OF WEAPONS, UNSUITABLE OR QUESTIONABLE ITEMS WILL BE ALLOWED. NO AIR HORNS, STINK BAGS OR SILLY STRING WILL BE ALLOWED FOR SALE.**
- Any non-compliant vendor will be asked to leave the event immediately. NO REFUNDS will be issued out in the event a vendor is asked or removed from the event.
- THE CHAMBER OFFICE & ITS FACILITIES WILL NOT BE OPEN TO THE PUBLIC. CHAMBER PERSONELL ONLY.

REGISTRATION, SET-UP & PARKING

Prior to set-up, vendors will need to check-in with a chamber representative. A chamber representative will be available during the day for your convenience.

Vendors will be able to set up Saturday morning at 6am; however, you may set up Friday evening. There is NO SECURITY in the park. The Holtville Chamber will not be responsible for any loss of items.

- Drop-off for loading and un-loading will be allowed during set-up/tear-down time only.
- Vendor parking will be available one block away from the park in a vacant lot. **Pine Ave, Holt, and 5th Street will be blocked off. Vehicle(s) must be relocated no later than 7:30am. Your vehicle will be towed at owner's expense.**

I acknowledge that I have read and fully understand all stated information pertaining to craft/info booth rental and sale of items for the 2018 Holtville Carrot Festival & Parade. I agree to abide by all festival rules and health regulations, as well as any other local and state laws noted in this document. I also agree to hold the Holtville Chamber and Festival harmless for any claims arising from the service of any applicable and approved food products.

Business/Organization Name _____ Authorized Applicant's Signature _____ DATE _____

Board of Equalization Number _____

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Business/Organization Name _____ Applicant Name _____

Mailing Address _____ City _____ State _____ Zip Code _____

Phone Number _____ Email Address _____

What contact method do you prefer? _____

_____ One Day Rental \$50.00 _____ Two Day Rental \$100.00

Please provide a description of your booth & product

APPLICANT SIGNATURE _____

PRINT NAME _____

Submit application and fees to: Holtville Chamber
101 West 5th Street
Holtville, CA 92250

CHAMBER USE ONLY

Received: _____ Amount: _____ Days: _____

Cash: _____ Check # _____ Receipt # _____

Received by: _____