

**21st Annual Chowchilla District Chamber of Commerce
Classic Car & Custom Bike Show
Veterans Park, Saturday, September 19, 2020**

VENDOR SPACE AGREEMENT

All vendors must register by completing this Vendor Space Agreement, Madera County Health Permit (if applicable) and pay the applicable fees at time of submission of application to host a booth at Chowchilla District Chamber of Commerce Classic Car & Custom Bike Show. If all documents and fees are not paid before the cut-off date, you will not be eligible to participate.

NO VENDOR REGISTRATIONS WILL BE ACCEPTED AFTER CUT-OFF DAY 8/14/20.

Vendor Space:

Spaces are approximately 10'x10' in size and located within the event area. Spaces will be placed randomly on the grass area within the event, no vendor site is guaranteed. Vendors that do not fit in the 10'x10' space must purchase additional spaces – exception is approved side or end concession trailers. **Only one (1) business or organization allowed per space.** Vendor applications are accepted and granted by the Classic Car & Custom Bike Show Committee, based on the event's needs. No applicant is guaranteed to be a vendor, and no duplications will be accepted.

Vendor will be notified once agreement application is approved by the Committee. If an application is not approved; application fee will be refunded to applicant. **Any persons who does not follow the Madera County Health Code Guidelines may be asked to leave and will not be allowed to participate in the future events.**

Mail the fully completed agreement to *Chowchilla District Chamber of Commerce, PO Box 638, Chowchilla, CA 9610* or drop off at 137 S. 3rd Street office. Payment for all applicable vendor space fees are due at time of the Vendor Space Agreement submission. *Kindly make check/money order payable to Chowchilla District Chamber of Commerce and submit with signed agreement.*

No deferred payment accepted, applications without payment will not be considered.

The vendor fees are as follows:

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| Non-Profit/Government <i>Informational Only (No Sales Transactions)</i> | FREE | Agencies and organizations providing information and resource materials ONLY , that are approved by the Chowchilla District Chamber of Commerce, NO sales transactions of any type or value, including raffle/giveaway. |
| Chamber Members <i>(Sales Transactions)</i> | \$ 25.00* | Conducting sales transactions of any type or value, e.g. food, products, goods (handmade or commercial), opportunity drawings/raffle, donations, etc. |
| Non-Chamber Members <i>(Sales Transactions)</i> | \$50.00* | Conducting sales transactions of any type or value, e.g. food, products, goods (handmade or commercial), food, opportunity drawings/raffle, donations, etc. |
| Madera County Health Department Fee for Food Vendors (Non-Profits Exempt) | \$114.00 | For-Profit food vendors are required to pay the applicable fee. Non-Profit vendors are exempt from this charge. The Chamber will collect the fee and application, and turn in to Madera County Health Department. |

**Includes the City of Chowchilla Event Vendor Fee required for each vendor space occupied at an event held in a city park.*

- ❖ Agreement must be received by **August 14, 2020** either by mail or in person; please keep in mind the Chamber office closes at 1 pm every day. All vendor information must be provided on second page of this agreement to ensure proper space confirmation.
- ❖ Vendors provide own booth set-up: including tables, chairs, canopies, generator power to operate equipment. **NOTE:** Vendors must provide their own power, such as a portable generator, to operate any equipment requiring electricity. No electricity will be provided by the Chowchilla Classic & Customs Show committee. Any canopies must be secured to the ground.
- ❖ Vendors may be given the attentive space number; however, this location is not guaranteed. The Car Show committee reserves the right to change vendor spaces as they see fit prior to the event.
- ❖ Food vendor space/trailer will be limited and approved on a needed basis. **Food vendor space/trailer must meet the Madera County Health Regulations for Food Vendors.** The vendor space must be kept clean, and is the sole responsibility of the vendor. Vendor must provide trash cans for their immediate use. A dumpster is provided for vendor bagged trash. Trash cans are provided for patrons around the park area. **Any persons who do not follow the Madera County Health Code Guidelines may be asked to leave and will not be allowed to participate in the future events.**
- ❖ Vendors are responsible and liable for their own merchandise/food and for obtaining and reporting any licenses, taxes, and/or fees.
- ❖ All items sold (including food) are to be listed on the following page of this Vendor Space Agreement. Please be specific to avoid duplication. **NO USED ITEMS WILL BE ACCEPTED**, except “antiques.”
- ❖ Vendor vehicles cannot block any side streets. Parking for vendors will be announced the day of.
- ❖ **Vendor set up is between 7:00 A.M. and 8:30 A.M.** the day of the event, no later. Vendor may not dismantle any earlier than 2:30 p.m. **NO EXCEPTIONS!!**
- ❖ Some spaces may be located directly in the afternoon sun, it is recommended for all vendors to have canopies readily available.
- ❖ **Once you are an approved vendor, there will be no refunds given. If you do not show up at the event, you may be charged a \$50.00 no show fee, and you will not be allowed to participate in future events.**

VENDOR APPLICATION

The Chowchilla District Chamber of Commerce reserves the right of the booth assignments, to curtail in whole or in part, that which may reflect against the character of the Classic Car & Custom Bike Show and to allocate a specific number of vendor spaces per industry/menu. Seller or non-seller vendor agrees to all of the regulations listed on page one and two of this application and assumes self-liability for any loss or injury resulting while participating in this event. Sellers and non-sellers agree to hold the Chowchilla District Chamber of Commerce, its agents, employees, and/or volunteers free from any and all liability.

Organization/Business Name: _____

Contact Person (if different than listed above): _____

Address: _____

Contact Phone Number: _____

Email Address: _____

Number of Spaces requested: _____

_____ x Fee \$ _____ = Total \$ _____ Paid: Cash Check No. _____

Reminder: No electrical service or hook ups provided by the Chamber's Classic & Custom Bike Show.

REQUIRED: Please give specific description of materials, literature and/or items to be sold or handed out (list all items completely) as well as any menu items:

❖ **I understand once I am an approved vendor, there will be no refunds given. If I do not show up at the event, I may be charged a \$50.00 no show fee, and I will not be allowed to participate in future Chamber events.**

Signature: _____

Printed Name: _____ Date: _____

Will you be doing a Raffle or Giveaway at your booth? Yes ___ No ___

For more information contact the Chowchilla District Chamber Office, 559-665-5603 or email us at info@chowchillachamber.org

Please only return page 3, keep pages 1 & 2.

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|-------------------------------------|
| (For Chamber Use Only) |
| Date Rec'd: _____ |
| Amount Rec'd: \$ _____ |
| Cash _____ Check # _____ |
| Committee Approval: _____ (Date) |
| Vendor #: _____ |