

# Application for Vendor Booth Space

## CARNEVALE! VENICE BEACH 2009

June 6<sup>th</sup>, 2009 • Noon to 9:00 pm • Windward Ave at Speedway • Venice, CA 90291

Booth space is approximately 10 ft. x 10 ft. Because booths will close down at 8:00 p.m., just before sunset, there are a limited number of booths with available electricity. These booths are available at an additional cost of \$75 on a first-come, first-served basis, so please get your application in early if you require electricity for lighting or other purposes. In addition, for logistical reason, though there will be a limited number of food and beverage providers at the event, those contracts are being negotiated separately. Consequently, we cannot accept food and beverage vendors as part of this vendor application process. **No alcoholic beverage sales are permitted** except in the area(s) specifically approved for that purpose. Rental fees reflect only the cost of the space. Vendors are responsible for providing their own Fire Marshall-Approved tent cover (see *Important Fire Code Notice below*), tables, chairs and other booth related equipment. Vendors who register **on or before May 25, 2009** will save \$30 on their booth rental. **Booths will be available for setup at 9:00 a.m. on Saturday, June 6, 2009.**

	On/Before 5/25/09	On/After 5/26/09	Type of Vendor:
<b>Space Rental Rates:</b>	\$195	\$225	Non-Profit Organizations that are <b>NOT</b> Selling Food or Beverages
	\$270	\$300	For-Profit Businesses that are <b>NOT</b> Selling Food or Beverages
<b>Booth Electricity</b>	\$75	\$75	Check "Booth Electricity" item below and include additional \$75 fee

**IMPORTANT FIRE CODE NOTICE:** State fire code regulations require all event awnings, tents or other such structures be certified by the California Fire Marshal as meeting minimum fire resistant standards (NFPA 701, UL 214, ULC S-109 and M1). The Fire Marshal will be inspecting structures at this event and, if your structure does not have the proper certification, you will be prohibited from using it at the event and no refund of registration fees will be granted. We encourage you to confirm, prior to the day of the event, whether yours is properly certified. If you do not have a tent/awning and require one, be sure to purchase one with the proper certification

Booth space is limited and is filled on a first-come-first-served basis. **The priority filing deadline is May 25<sup>th</sup> which entitles you to a lower registration fee. The secondary filing deadline is June 5<sup>th</sup>.** In the case of both deadlines, **full payment must be received by the applicable date.** As we traditionally have far more requests for booths than space available, **we strongly encourage you to submit your application well ahead of the 05/25/09 deadline.** All other filing considerations being equal, businesses and artists located in Venice and prior year Carnevale! Venice Beach vendors receive priority.

Company/Applicant Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State ZIP \_\_\_\_\_

Telephone: (        ) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_

Email Address: \_\_\_\_\_

Business Type & Fees:\*     **For Profit** Paying [ ]\$270 • [ ]\$300     **Non-Profit** Paying [ ]\$195 • [ ]\$225  
*\*If you wish to share a booth, see #4 of Vendor Booth Requirements on reverse*

Optional Booth Electricity     Yes, I want electricity for my booth for an **additional \$75** - Limited Availability

Nature of Your Business: \_\_\_\_\_

How many Carnevale! events have you participated in before? \_\_\_\_\_

Referred By: (if applicable)    Carnevale! Rep. who referred you \_\_\_\_\_

By signing below, I acknowledge that I have read, understood and agree to all of the provisions contained in "The Vendor Booth Requirements" on the reverse of this form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail this form along with a check, payable to **Dogtown Artists Group**, in the required amount to:

**Dogtown Artists Group • Attn: Vendor Registration • 55 Rose Avenue • Venice, CA 90291.**

**OR**, you may **FAX your application to 310.396.2803**. You must, however, still mail your check in time for it to be **received on or before the 5/25/09 priority deadline or received prior to the secondary 6/5/09 deadline**, to the above address.

If you have problems or questions, please email us at **Vendors@Carnevale.US**. We look forward to your participation in Carnevale! Venice Beach 2009

# Vendor Booth Requirements

## CARNEVALE! VENICE BEACH 2009

My signature on the Application for Vendor Booth Space on the reverse side of this form confirms that by applying as a **Carnevale! Venice Beach 2009** vendor, I've read, understood and agree to all of the provisions outlined below:

1. Dogtown Artists Group (hosts of the Carnevale! Venice Beach 2009) reserves the right to reject any application, and to demand the release of any rented booth space at any time before or during the Carnevale! for failure to meet any of the requirements contained herein or for violating any applicable laws and regulations of the United States, State of California, City and/or County of Los Angeles.
2. The accompanying Vendor Application Form must be submitted with your check, made payable to Dogtown Artists Group and **received on or before either the May 25, 2009 priority filing deadline OR the June 5, 2009 secondary deadline**, in the full and proper amount for the booth space applicable to your business.
3. Space is limited. Potential vendors are strongly encouraged to submit application and payment well in advance of the 5/25/09 priority deadline. Acceptance is on a first-come-first-served basis and is subject to approval by Dogtown Artists Group. In the unlikely event space is still available after the 6/5/09 secondary filing deadline, payment must be made by cashier's check or money order.
4. All spaces are approximately 10'x 10'. No partial space will be rented, however, two businesses may share a single booth space provided both applicants fully complete separate Vendor Application Forms noting their intent to share a booth with the other business and have their request approved by Dogtown Artists Group.
5. Booth space is approximately 10 ft. x 10 ft. Because booths will close down at 8:00 p.m., just before sunset, there are a limited number of booths with available electricity. These booths are available at for an **additional \$75** on a first-come, first-served basis, so please get your application in early if you require electricity for lighting or other purposes.
6. Vendor Fees will be refunded only (1) in the event a Vendor Application is rejected or (2) in the event a Vendor notifies Dogtown Artists Group in writing on or before May 30, 2009, that the Vendor will not be participating in Carnevale! 2009. Under any other circumstances, fees may be refunded in the sole discretion of Dogtown Artists Group.
7. Vendor booth hours of operation for the Carnevale! Venice Beach 2009 is from Noon to 8:00 pm on Saturday, June 6, 2009. Booths space will be available for setup at 9:00 a.m. that morning. Tear down will begin promptly at 8:00 p.m. one hour **before** Carnevale! is scheduled to conclude and must be completed not later than 9:00 p.m. when Carnevale! ends to allow for the street to be reopened.
8. Participants may NOT switch space with another vendor nor move to an alternate vendor location without the express prior approval of the designated Dogtown Artists Group official in charge of vendor booth assignments.
9. Roving sales are NOT permitted. Participating vendors may sell goods ONLY from within their assigned booth space and all merchandise and booth related equipment and paraphernalia must remain within the assigned 10' x 10' area. Vendors may not infringe on the space of other vendors nor restrict sidewalk or other thoroughfare access by event attendees.
10. Vendors agree to release Dogtown Artists Group, City and County of Los Angeles and any and all of their respective directors, agents or employees as well as any members, employees or sponsors of Carnevale! Venice Beach 2009 from any and all damages, injuries, accidents and losses arising out of the vendor's participation in said event. This provision specifically extends any property damage sustained due to fire, theft, public catastrophe or Act of God. All participating vendors are responsible for their own liability insurance.
11. Vendors must provide their own display tables, racks, shelving, seating, signage, *Fire Marshall-Approved* booth coverings (see *Important Fire Code Notice on front*) and other necessary booth related equipment and paraphernalia. Other than as outlined in item 5 above. no electricity, lighting, or other utilities will be provided.
12. Vendors are responsible for maintaining their own finances, sales tax, applicable business license as well as any other required permits and licenses.
13. The sale or possession of alcoholic beverages is expressly prohibited except in the area(s) specifically assigned by Dogtown Artists Group and approved by the applicable local and state agencies for said purpose.
14. Vendors are responsible for cleaning and maintaining their assigned booth space for the duration of the Carnevale! and for cleaning and clearing the area occupied by their booth at the conclusion of the event.
15. By participating in the event, the Vendor agrees that any photographs, film footage or audio recordings taken of or provided by the vendor in connection with the Carnevale! Venice Beach 2009 becomes the sole property of Dogtown Artists Group and may be used without compensation and without the Vendor's prior knowledge or approval for print, television or radio publicity and promotion.