



# VENDOR APPLICATION

Lemoore Chamber of Commerce  
16th Annual Central Valley Pizza Festival  
Lemoore City Park- 350 Bush Street  
April 15-17, 2016

(Friday 5-10pm, Saturday 10am-10pm, Sunday Noon-5pm)

Please Type or ***Print Neatly***

TYPE OF VENDOR (***check one***)

Food    Commercial    Political/Information    Non-Profit or Chamber    Artisan/Crafts (100% handmade by vendor)

NAME OF BUSINESS \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

WK PH \_\_\_\_\_ FAX \_\_\_\_\_ CELL \_\_\_\_\_

E-MAIL \_\_\_\_\_

WEBSITE \_\_\_\_\_

Non-Profit IRS # \_\_\_\_\_ Health Dept. Permit # \_\_\_\_\_

City of Lemoore Business License \_\_\_\_\_

How many years have you been in the vendor business? \_\_\_\_\_

**ELECTRICAL INFORMATION:** List all electrical equipment to be used at event. It is IMPORTANT that the following information is complete and absolutely correct (continue on a separate piece of paper if needed)

Equipment Description \_\_\_\_\_

Amps \_\_\_\_\_ Watts \_\_\_\_\_

Please note that 220V WILL NOT be available. **Only 110 Volt power is available.** If using event-supplied electricity, each appliance, light or piece of equipment must be on its own outlet. Vendors paying for electricity will be provided with 2 outlets. Limited electricity available. If additional electricity is needed, vendor must provide their own generator. No generators are allowed unless they are "whisper quiet".

**VENDING DOCUMENTATION:** Please attach a word document with all food and drink items to be sold, including prices to be sold or displayed at your booth. Use a separate page. ATTACH PHOTO OF BOOTH displaying menu with price list.

**YOU WILL NOT BE CONSIDERED WITHOUT THIS INFORMATION.** Only listed items can be sold or displayed. Violations will result in cancellation of vendor contract and forfeiture of vending space and all fees. Vendors do not have exclusivity on any one product type. Selection of vendors is at the discretion of the Lemoore Chamber of Commerce (LCOC) based on the vendor's ability to enhance the overall event image. LCOC reserves the right to refuse or reassign space at any time. No weapons of any kind sold during event.

**INSURANCE:** ALL FOOD & RIDES/INFLATABLE VENDORS are required to submit a certificate of \$1 million general liability insurance naming the "Lemoore Chamber of Commerce, and the City of Lemoore, 300 E St. Lemoore, CA 93245" as additionally insured.

**BOOTH SIZE & EVENT FEES:** All Booth sizes are 15x15 feet. Vendors occupying more than 15x15 foot space must reserve two spaces. **Absolutely NO sharing of booth space with other vendors.**

**FEES**

Food	\$350
Commercial	\$300
Chamber Members & Non-Profit Org.	\$100
Chamber Members with Ad in Pizza Press	\$0
Political/Information ONLY	\$100
Artisan/Craft	\$150 (100% handmade by vendor)
+	
Electricity	\$25
Late Fee ( <i>if postmarked after April 3</i> )	<u>\$25</u>
<b>TOTAL FEES</b>	<b>\$</b>

ALL FEES ARE TO BE PAID TO THE LEMOORE CHAMBER OF COMMERCE. Please remit CASHIERS CHECK or MONEY ORDER to “Lemoore Chamber of Commerce 300 E St. Lemoore, CA 93245” with completed forms & photos, **no personal checks unless you are a current Chamber Member.**

**EVENT REGULATIONS**

*(Please initial each of the following as your acknowledgment of each regulation)*

- \_\_\_\_\_ This is a Three Day Event – Your fee covers all 3 days and we encourage vendors to be present all 3 days. You will not receive a discounted price if you do not attend all 3 days. The event will occur rain or shine, fees will not be refunded due to inclement weather or Acts of God.
- \_\_\_\_\_ Vendors will be allowed to set up between 2pm-5pm Friday, 7am-9am Saturday and by Noon on Sunday. All vehicles must be removed from the area within 30 minutes prior to event start time. **ABSOLUTELY NO VEHICLES ALLOWED ON THE CITY PARK GROUNDS.**
- \_\_\_\_\_ All vendors must be fully operational at the start time of the event and operate the entire duration of the event. No early breakdown allowed. No late set-up will be allowed once the event has begun.
- \_\_\_\_\_ Absolutely no alcoholic beverages are allowed outside of the designated beer garden area.
- \_\_\_\_\_ Solicitation of sales, funds, signatures, etc. must be confined to your booth space.
- \_\_\_\_\_ Vendors are responsible for providing canopies, tables, chairs and all other necessary equipment. Vendors must supply trash cans for garbage inside their booth space. Excess garbage must be placed inside the event dumpsters at the end of the day. Space must be left clean and free of all trash at the end of the event.
- \_\_\_\_\_ All food handlers must comply with and meet the Kings County Health Department requirements and have their Kings County Food Handlers Certificate posted inside their booth space.
- \_\_\_\_\_ In the event that a vendor for any reason does not comply with the regulations of this event, the event staff reserves the right to immediately close down that vendor – no refund will be granted.
- \_\_\_\_\_ **Food vendors** using grills or open flames must have the proper fire extinguisher available at their space and proper waste cans.

**PAPERWORK CHECK-LIST**

- \_\_\_ THIS Application
- \_\_\_ Money Order or Cashiers Check for Fees
- \_\_\_ Copy of Health Department Permit
- \_\_\_ Certificate of Liability Insurance

- \_\_\_ Word document explaining all vending items
- \_\_\_ Photo of Booth listing items and prices

By signing this Vendor Application and Agreement, you expressly agree that the interpretation of all rules and regulations is the sole responsibility of the Lemoore Chamber of Commerce (LCOC) and all decisions of the LCOC shall be final and enforceable. The undersigned has read the event regulations which are hereby part of this contract and by signature below agrees to adhere/abide by them. I realize if I, my company, or one of my workers or contractors violate any of the regulations, I will automatically forfeit my vending space, the opportunity to sell products/services, and that I will not receive a refund of fees. The undersigned also certifies that he/she is authorized 1) to execute on behalf of the group and 2) accept legal process on behalf of the group. The undersigned acknowledges that all information submitted in this application is correct, and agrees to indemnify and hold harmless LCOC and the City of Lemoore from all damages, liabilities, cost and expenditures, including attorney's fees and costs of defense, which may arise from the undersigned's use of the Lemoore City Park property during the event.

_____ Signature (Owner or Agent)	_____ Print Name	_____ Date
_____ Approved by Chamber	_____ Date	

**ALL APPLICATIONS MUST BE RECEIVED BY APRIL 8, 2016**

For more information about the Central Valley Pizza Festival  
Lemoore Chamber Office: 559-924-6401  
Email: [events@lemoorechamber.org](mailto:events@lemoorechamber.org) or [ceo@lemoorechamber.org](mailto:ceo@lemoorechamber.org)  
[www.lemoorechamberofcommerce.com](http://www.lemoorechamberofcommerce.com)

If you wish to pay fees by VISA or MASTERCARD:

_____ Print Name as it appears on card	_____ Credit Card #
___/___ Expiration Date	_____ Three or Four digit Security Number (usually located on back of card, next to signature)
_____ Card Holder Signature	