



# Spring Festival

Apr. 28th, 2022

**Festival Vendor Application & Agreement**  
Application Deadline: WHEN FULL!  
Spaces are limited to 16 so please sign up as soon as possible.



Name / Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

**Products to be sold/Description of Activity:**

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Booth Fees are \$38 for a non-profit (w/out food prep), \$55 for non-profit (w/food prep) and \$82 for a for-profit entity for an approximately 10'x10' space. If a larger space is needed, please inquire. This price includes 1 ten foot table and two folding chairs.

***Access to Electricity is limited. Please inquire with the Recreation Department if it is needed.***

All spaces will be assigned at the discretion of the festival administration. Please fill out above completely and sign both forms.

Cash or check acceptable. Please make check or money order payable to: City of Avalon  
P.O. Box 707  
Avalon, CA 90704

CONTACT INFO: David Hart: 310.510.0220 ext.231

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

By signing this agreement you expressly release Spring Fest and The City of Avalon, as well as the owners of the festival site of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of exhibit space by the applicant(s). You agree to hold The City of Avalon and the owner of the festival site harmless of any loss or damage by reason thereof. You also agree to comply with all state and local regulations in the operation of your booth. You agree that you have read and agree with the BOOTH POLICIES outlined in the attachment. The Spring Fest may choose to terminate this agreement at any time if you choose not to abide by our BOOTH POLICIES. Spring Fest reserves the right to make changes to this agreement as needed. You understand your entry fee shall not be refunded in the event that you do not attend or if all or part of the festival is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control.

## BOOTH POLICIES

Please read the following information carefully as these policies pertain to all vendors!

### You should have:

- Approved vendor application from the Health Department
- A shared agreement from a restaurant to use prep space
- 5 gallon Carafe of hot water
- Quality merchandise.
- A well-maintained, safe area.
- Courteous, friendly staff.
- An attractive and professional looking booth and display.

The appearance of your booth is critical to the overall atmosphere of the audience's perception of the event. We highly encourage imaginative booth designs, flags, banners, etc. Remember, this is a Fall Festival, and all décor should represent this theme. Think **warm, nature themes**, etc.

### Booth Selection:

- Booths are selected based on the type of products or activities your booth promotes.
- We reserve the right to refuse anyone for whatever reason, and return fees.

### Booth Placement:

- The City of Avalon has the right to place the booth where it best fits for the Festival, as long as the booth meets the needs (space, electricity) for it to function.

**Event is rain or shine. Booth fees are non-refundable.**

### Payment:

- Cash or Check made payable to the City of Avalon.

### Registrations

- Festival Vendors can sign up at 9 am the day of open registration.
- One booth per vendor.
- Person manning the booth must be present to sign up for booth.
- Festival Vendors must pay at registration to guarantee their booth
- Food Vendors can sell up to 2 food items and 1 drink.
- Multiple items can be sold by multiple vendors. There is no monopoly on any one single item.
- **NO** Alcohol, Tobacco, or Cannabis substance can be sold.

### For each individual space purchased, you will receive:

- Approximately Ten feet of frontage space, open to the crowd.
- 1 8 ft folding table
- 2 folding chairs

### Other Requirements/Information:

- If you require additional booth space, you must make ADVANCE arrangements.
- All equipment used in operating a booth during the event will be the responsibility of the vendor, including booth, tables, and chairs and removing booth materials, leftovers and trash.
- If cooking, must have own **Fire Extinguisher** onsite
- If provided, food vendors must have 4 walls up with a slit to pass food through.
- Please leave your area as clean as it was when you arrived.

### Set-up/Breakdown:

- Please show up on time for set-up. Set-up will be available from 3 PM – 5 PM.
- **All** vehicles must be off Front Street by 4:30 pm.
- Remain set-up and open until 9PM.

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

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