

FREMONT FESTIVAL OF THE ARTS

2020 Event Application

The Fremont Chamber of Commerce invites you to participate in our premiere Summer street festival, the Fremont Festival of the Arts

The Fremont Festival of the Arts will be on August 1st and 2nd, 2020 from 10:00 AM to 6:00 PM on both days. The Fremont Festival of the Arts is among the largest free street festivals and is attended by over 350,000 visitors each year. This event features almost 500 artisan booths, live musical entertainment, rides and games for kids, and gourmet specialty food items.

To apply for this event, please fill out the appropriate pages of this application and return it to the Fremont Chamber of Commerce no later than 12:00 PM on July 24th, 2020. Each applicant must fill out the General Info page, the Payment page, sign the General Rules and Regulations, along with specific Vendor Rules and Regulations, provide Resale License information, submit a Certificate of Insurance, and if applicable submit Health Permit application directly to Alameda County Health Department before they can be accepted into the event.

Space is limited. Don't miss this great opportunity to participate in one of the Bay Area's most prestigious events.

Apply TODAY!

General Information

Name: _____

Company: _____

Street: _____

City: _____

State: _____ Zip: _____

Phone: _____

Email: _____

Website: _____

On Site Contact: _____

On Site Contact Cell: _____

Please check what type of exhibitor you are:

- Business Marketplace:** Chamber members exhibiting products and services *(complete pgs 1, 2, 6, 7, attach COI)*
- Gourmet Marketplace:** Packaged gourmet food *(complete pgs 1, 3, 6, 8, attach Health Permit proof and COI)*
- Food Vendor:** Food prepared to enjoy at the event *(complete pgs 1, 4, 6, 9, 11, 12 attach Health Permit proof and COI)*
- Street Performer:** Perform such services as face painting, henna tattoos, balloon animals, etc. *(complete pgs 1, 5, 6, 10, attach COI)*

Description of your product: _____

Send Completed Application and Payment to:

FREMONT CHAMBER OF COMMERCE
39488 STEVENSON PLACE, STE. 100
FREMONT, CA 94539

Phone: (510) 795-2244

Fax: (510) 795-2240

Email: applications@fremontfestival.net

APPLICATION CHECKLIST:

(your application is not complete w/o the following)

- General Info** (pg 1)
- Payment Information** (pgs 2, 3, 4, or 5)
- General Rules signed / dated** (pg 6)
- Vendor Specific Rules signed / dated** (pgs 7, 8, 9, 10, or 11)
- Certificate of Insurance; \$1,000,000 Liability;**
FCOC listed as Additional Insured
- Resale License** (provide number here: _____)
- Fremont Business License** (provide number here: _____)
- Food Vendor Menu Proposal** (if applicable - pg 12)
- Alameda County Health Permit application submitted**
(if applicable, provide date here: _____)

FREMONT FESTIVAL OF THE ARTS

Payment Information

Business Marketplace

Chamber Members Exhibiting or Selling Products and Services

(pgs 1, 2, 6, 7, and submit COI)

Questions? Contact KK at kkaneshiro@fremontbusiness.com

FEES BREAKDOWN

- Single Front Corner (10'x10') \$ 800 \$ _____
(only 3 Front Single Corners available)
- Double Front Corner (10'x20') \$ 1500 \$ _____
(only 1 Front Double Corner available)
- **Discounts do not apply to Front Corners**

- Single space (10'x10') \$ 575 \$ _____
- Double space (10'x20') \$ 1150 \$ _____
- Shared Single space (10'x10') \$ 625 \$ _____
(2 members sharing single booth)
- Shared Double space (10'x20') \$ 1250 \$ _____
(2 members sharing double booth)
- **Discounts do not apply to Shared Booths**

DISCOUNTS

(if received before 6/1/2020)

- Single Booth Discount \$ 525 \$ _____
- Double Booth Discount \$ 1050 \$ _____
- City of Fremont Business License
Provide # _____

OR

- Pay City of Fremont vendor fee \$ _____ 5.00

TOTAL \$ _____

FORM OF PAYMENT

- Check enclosed:** Make check payable to Fremont Chamber of Commerce

OR

- Please charge my:** AmEx Discover MasterCard Visa

Name on card: _____

Card #: _____ CVV _____

Expiration date: _____

Signature: _____

Please note that all Business Marketplace exhibitors MUST be members of the Fremont Chamber of Commerce. For more information about membership, please contact us at 510-795-2244.

FREMONT FESTIVAL OF THE ARTS

Rules and Regulations

General Festival - All Participants

Insurance: Adequate insurance against all public liability claims and costs, including reasonable attorney's fees incurred as a result of any personal injury or property damage is required. Exhibitors are required to provide a Certificate of Insurance naming the Fremont Chamber of Commerce as an additional insured. Insurance Policy Limit must be a minimum of \$1,000,000.

Booth Fees & Payment: Booths will be sold on a first come, first serve basis. Full payment must accompany the completed application. Booth space will not be confirmed without full payment. There is a \$45 charge for returned checks.

Cancellation: Cancellations received prior to 5:00 p.m. on **Friday, June 5th, 2020** will receive a full refund of participation fees. Cancellations received after that date will not be subject to refund unless booth space is resold.

Rule Violations: Any flagrant violations of the Festival of the Arts guidelines and rules set forth by the Festival Committee will constitute an immediate removal from the Festival of the Arts with no refund. Failure to comply with Festival of the Arts rules will forfeit eligibility in future years.

Parking: Parking will be made available for all vendors. Please park in the designated Festival Vendor Parking areas or your car may be towed.

Set Up and Tear Down: Festival of the Arts hours are 10:00 a.m. to 6:00 p.m. Saturday, August 1st and Sunday, August 2nd. Booths must be set-up and staffed no later than 9:30 a.m. and may not be disassembled before 6:00 p.m.

Clean Up: Booth area must be kept clean during the entire show and is the responsibility of the vendor. In addition, each vendor is responsible for leaving his/her booth space clean and free of debris at the end of the show. Should a vendor fail to leave his/her booth space clean and free of debris at the end of the show, the vendor may forfeit his/her right to participate in future shows or will be required to submit a cleaning deposit for future shows.

Trash and Recyclables: Vendors must transport their recyclable materials (cardboard, glass, aluminum) and other trash to the designated Festival bins. The Festival provides ample space for your convenience, please do not use our neighbors bins.

Damage: You are responsible for any damage that may result from your participation (deliveries, improper set-up, extending outside the booth perimeters, etc.). The Fremont Chamber of Commerce is not responsible for any theft or damage.

Electricity: Electricity is not available on the Festival site. Should you require electricity, you must provide a generator and inform Festival management on your application (prior to the Festival date). Festival management must approve the use of generators. Generators must be "whisper quiet" and not exceed 1200 watts.

Pets: Pets and animals are not allowed in booths or on Festival of the Arts grounds.

Alcoholic Beverages: Absolutely no alcoholic beverages will be allowed or consumed in any booth or brought onto Festival of the Arts grounds. Violation of this rule will result in the immediate closure of the booth with no refund.

Smoking: Absolutely no smoking will be allowed in any booth, this includes electronic cigarettes and vaping devices. Violation of this rule will result in the immediate closure of the booth with no refund.

Photography: Festival reserves the right to use vendors' names and photographs in connection with promotion of the Festival.

Participation & Hold Harmless Agreement

The undersigned, as agent for the organization, individuals and/or agency represented agrees to abide by the rules and regulations in this agreement, and understands that should the organization, or members of the organization fail to observe and abide by the rules and regulations as set forth above, the organization will become ineligible to participate in future Festivals. I further agree to hold the FREMONT CHAMBER OF COMMERCE, THE CITY OF FREMONT, AND ITS AGENCIES, free and harmless from any and all liability for bodily injury, property damage or loss arising out of activities resulting from participation in the Fremont Chamber of Commerce annual Fremont Festival of the Arts, August 1st and 2nd, 2020.

Name: _____ Signature: _____ Date: _____

FREMONT FESTIVAL OF THE ARTS

Rules and Regulations

Business Marketplace

City Vendor Fee: The City of Fremont requires any vendor located within the City of Fremont to have a business license. If your business is located within city limits, you must provide your business license number on this application. If your company is not located within city limits, you are required to hold a Temporary Vendor Permit. The fee is \$5 and is listed in the fee section of the application. Please remit this fee with your application and we will file the necessary permit application for you.

California Department of Tax & Fee Administration All vendors are required to submit a valid California Resale Number with application. Exempt vendors must submit California Department of Tax & Fee Administration form CDTFA-410-D with completed application. Documentation for exempt vendors must be submitted with your completed application. Form CDTFA-410-D can be found here: cdtfa.ca.gov/formspubs/cdtfa410d.pdf

Chamber Members: Participants in Business Marketplace must be members in good standing of the Fremont Chamber of Commerce at the time of the show.

Sales: Retail sales may be conducted in Business Marketplace booths. Sales in the booth must be the member's primary business as defined by the business of record at the Chamber office. Business Marketplace members may not solicit or collect donations for third party non-profit organizations.

Consumables: Food or beverages may not be served or sold by members, as this is in direct competition with our food vendors.

Booth Placement: Members will be assigned to booth locations in the order that they register. Member may not trade locations or sublet space without prior permission of the Chamber office.

Signage: Each individual booth is responsible for their own signage. No signs, banners or flags are to be attached above the booth. Members who represent products and services of another company will be able to display no more than one 24 inch by 36 inch poster of each company, with a maximum of four posters. Drawing prizes and giveaways will be limited to one 24 inch by 36 inch poster and may not conflict with any exclusive sponsor of the Festival of the Arts.

Booth Structure: Will be provided for members' use. The booth structure for each single/shared booth shall be a 10' deep x 10' wide space covered by a canopy and include a 6' folding table and two chairs. A double booth structure shall be 10' deep x 20' wide covered by a canopy and include two 6' folding tables and two chairs. Table coverings will not be provided. Booth structure height is 7'. MEMBERS MUST USE STRUCTURE PROVIDED.

Shared Booth Space: Booth space may be shared between two member companies in good standing only. There is a surcharge for shared booths. Only one member may be named as Chamber contact. Chamber will not be responsible for multiple billings or mailings.

Vehicles: No street vehicles of any kind are to be displayed in Business Marketplace. Any other vehicles must be approved by Festival management, please contact the office by July 10th, 2020.

No Roaming: While handing out information about your company is encouraged, members must remain within their allocated booth space. Absolutely no roaming is allowed.

Be a Good Neighbor: Members are responsible for managing lines of visitors originating from their booths and must direct the line so as not to interfere with other members. In addition, please be considerate of other exhibitors in terms of display devices and sound volume.

First time Business Marketplace Members: Must attend a pre-Festival meeting on a date to be determined. We strongly encourage previous Business Marketplace members to attend as well.

Participation & Hold Harmless Agreement

The undersigned, as agent for the organization, individuals and/or agency represented agrees to abide by the rules and regulations in this agreement, and understands that should the organization, or members of the organization fail to observe and abide by the rules and regulations as set forth above, the organization will become ineligible to participate in future Festivals. I further agree to hold the FREMONT CHAMBER OF COMMERCE, THE CITY OF FREMONT, AND ITS AGENCIES, free and harmless from any and all liability for bodily injury, property damage or loss arising out of activities resulting from participation in the Fremont Chamber of Commerce annual Fremont Festival of the Arts, August 1st and 2nd, 2020.

Name: _____ Signature: _____ Date: _____