

# 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

### Gourmet Marketplace

#### Packaged Gourmet Food

(pgs 1, 3, 6, 8, submit COI, and submit Health Permit Application to County of Alameda)

Questions? Contact Matt at msenekere@fremontbusiness.com

#### FEES BREAKDOWN

- Single space (10'x10') \$ 450 \$ \_\_\_\_\_
- Double space (10'x20') \$ 900 \$ \_\_\_\_\_

- Corner space \$ 125 \$ \_\_\_\_\_

(only 8 Corner Spaces available)

**\*\*Corner fee is in addition to Space fee**

- City of Fremont Business License  
Provide # \_\_\_\_\_

**OR**

- Pay City of Fremont vendor fee \$ \_\_\_\_\_ 5.00

#### DISCOUNTS

- 10% Booth Discount for Chamber Members ONLY - \$ \_\_\_\_\_

**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 Gourmet Marketplace exhibitors do NOT have to be members of the Fremont Chamber of Commerce in order to participate, however, members do enjoy a 10% Discount. 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

### Gourmet 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 submit a copy of your business license with 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](http://cdtfa.ca.gov/formspubs/cdtfa410d.pdf)

**Health Department:** All vendors are required to obtain their own health permit specific to the Fremont Festival of the Arts from the Alameda County Environmental Health Department. A health permit for one's kitchen does not satisfy this requirement. Proof of an issued health permit, covering the entire duration of the Festival, must be received by the Fremont Chamber of Commerce no later than July 27, 2020. Vendors who do not submit proof of an issued health permit by this date will not be allowed to participate in the Festival of the Arts and will forfeit all fees. An application can be filled out at: [acgov.org/aceh/food/TFF\\_Application\\_Booth.pdf](http://acgov.org/aceh/food/TFF_Application_Booth.pdf)

**Chamber Members:** Vendors must be a member in good standing at the time of the application in order to receive the membership rate.

**Booth Placement:** Space location is assigned by the Fremont Chamber of Commerce. No vendors selling the same type of products will be placed next to each other. Accepted vendors will receive space assignments via email along with instructions one week prior to the Festival. Only applicants who have requested and paid for corners will be placed on corners.

**Packaging and Items for Sale:** Because proceeds of food concession sales are donated to charitable non-profit organizations, we do not allow the sale of individual portions for consumption at the Festival. The vendor must produce all items, no mass-produced or imported items will be allowed. All products must be packaged for the consumer to take home.

**Product Descriptions:** During the Festival, the products exhibited will be checked against the photos and the description provided with your application. If items exhibited are grossly different in nature than appears on this application, the vendor will be removed from the Festival and will forfeit all fees paid.

**Ice:** The Chamber does not supply ice; however, ice is available on site and is the responsibility of the organization to purchase as needed.

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