



# Rotary Club of Simi Valley Annual 4<sup>th</sup> of July Festival & Fireworks Extravaganza

Our Annual 4th of July Festival & Fireworks Extravaganza will be held at Rancho Santa Susana Park, 5005 Los Angeles Avenue, Simi Valley, CA 93063. The festival is a traditional family occasion with arts, music, crafts, food and fireworks in one joyous celebration for our community. To participate as a vendor in this event, please read the following instructions carefully:

## **BOOTHS**

### ***FOOD VENDORS:***

The fee is \$300.00 for a booth. Food sellers must be self-contained. All food booths must have an operable fire extinguisher with a minimum rating (2A 10BC) and must obey all health code requirements.

### ***PRE-PACK FOOD VENDORS:***

The fee is \$200.00 for a booth. Food sellers must be self-contained and must obey all health code requirements.

***NON-FOOD VENDORS:*** The fee is \$200.00 for a booth.

## **INSURANCE**

All booth applications must be accompanied by an acceptable Certificate of Insurance listing The Rotary Club of Simi Valley and Rancho Simi Recreation and Park District as “additional insured” endorsements. These endorsements must show general liability limits no less than \$1,000,000.00 (one million dollars), non-owned auto; and must specifically show the dates, times and location of the event. Product Liability must be indicated, as well. A copy of the “additional insured” must accompany the insurance certificate. The certificate and endorsement must be postmarked by June 15, 2010 and sent to the address below. Insurance coverage is available through The Rotary Club of Simi Valley. The cost of the insurance coverage is \$50.00 per booth. If you have your own insurance, this coverage is not needed. If you don’t have or can’t get your own insurance, this coverage is available and mandatory; *you must include either the certificate or a check for \$50.00 with your application or your application cannot be accepted.*

Mail to:  
Rotary Club of Simi Valley  
Attn: Rosie Runion  
P.O. Box 524  
Simi Valley, CA 93062-0524

## Rotary Club of Simi Valley 4<sup>th</sup> of July Festival & Fireworks Extravaganza

### SET-UP HOURS

You may begin to set up your booth no earlier than 9:00 a.m. on July 4<sup>th</sup>. If you require a health department inspection, you must be ready by 11:00 a.m. Your booth must be in place and ready to open by 1:30 p.m., all vehicles must be removed from the set up area by 1:00 p.m.

### OPERATING HOURS

Hours are 2:00 p.m. until approximately 9:45 p.m.

### CLEAN-UP /TEAR DOWN HOURS

Clean up and tear down begins immediately following the fireworks. Please note – no vehicles will be allowed or may be driven in the booth area during the fireworks. In other words, vendors may not begin clean up and teardown before or during the fireworks display.

### ADDITIONAL INFORMATION AND REQUIREMENTS

1. You must obtain a business license from the City of Simi Valley. Contact (805) 583-6700 for further information. The City will enforce the business license requirement, and they will audit this event.
2. Booth assignments will be issued at the time of check in on July 4<sup>th</sup>.
3. You will be assigned a space approximately 12 feet by 12 feet and you will need to provide your own tables, display racks, chairs, etc. All tents and canopies must be flame retardant. There is no shade on site so be sure to bring your own.
4. Vendors may NOT sell alcoholic beverages or glow in the dark neon items.
5. No animals or pets are allowed on site during the event.
6. All fees paid are non-refundable.
7. Participants should remember this is an outdoor event and will be subject to inclement weather (rain, wind, etc.) The seller should be aware that the Rotary Club of Simi Valley, City of Simi Valley and Rancho Simi Recreation and Park District will not accept any responsibility for goods damaged due to inclement weather. The seller must make their own decision to set up or not set up their display. Once again, NO refunds will be made for any reason. No rain date.
8. We try to offer a wide variety of foods and other items at our events and we may avoid some duplication by limiting the number of duplicate items being sold.
9. You are responsible for your children.
10. You are responsible for the removal of your booth, trash, vehicles, etc. from your area. The area must be left clean and empty upon departure.
11. Any failure to comply with the rules may harm your chances of participating in future events.
12. A list of items to be sold and prices of the items must be included with the application. The Rotary Club of Simi Valley reserves the right to suggest changes and /or deletions.
13. Event Director reserves the right to exclude any vendor on the day of the event.

*Complete the attached application form and mail it with your check or money order as soon as possible. Space is limited. Accepted applications will receive an information packet approximately ONE WEEK PRIOR TO THE EVENT, which may contain additional directions, information, etc.*

**Rotary Club of Simi Valley 4<sup>th</sup> of July Festival & Fireworks Extravaganza**

**Rotary Club of Simi Valley  
2011 BOOTH APPLICATION  
Simi Valley 4<sup>th</sup> of July  
FESTIVAL & FIREWORKS EXTRAVAGANZA**

**Please complete application and PRINT clearly:**

Name \_\_\_\_\_ Business Name: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact name for the day of the event: \_\_\_\_\_ Phone # for day of the event: \_\_\_\_\_

What do you plan on selling: \_\_\_\_\_

Please mark appropriate boxes below:

I wish to acquire \_\_\_\_\_ **food** booth(s) at \$300.00 per booth

I wish to acquire \_\_\_\_\_ **pre-pack food** booth(s) at \$200.00 per booth

I wish to acquire \_\_\_\_\_ **non-food** booth(s) at \$200.00 per booth

\_\_\_\_ I need insurance coverage for \_\_\_\_\_ booth(s) at \$50 per booth

\_\_\_\_ I will require Electrical (\$25.00 fee)

\_\_\_\_ I will require a 3 Compartment Sink and will need to rent a sink (Rental fee \$100.00) Each food vendor will require their own hand washing sink.

Make check payable to the Rotary CLUB OF SIMI VALLEY. Mail application, separate items list with prices, Health Department Application and fees (if applicable), and Check or Money order to: **Rotary Club of Simi Valley, Attn: Rosie Runion, P.O. Box 524, Simi Valley, CA 93062-0524.**

**AGREEMENT, WAIVER AND RELEASE:**

I have carefully read the description of activities for which I/we are registering, and in consideration for being permitted by the Rotary Club of Simi Valley to participate in the above activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damages; which I may have, or which may hereafter accrue to me, as a result of participation in said activity. This release is intended to discharge in advance the Rotary Club of Simi Valley, City of Simi Valley, and Rancho Simi Recreation and Park District, its officers, employees and agents from any and all liability arising out of or connected in any way with my participation in said activity. It is understood that this activity involves an element of risk and danger of accidents and knowing those risks I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns. I agree to defend, indemnify and hold The Rotary Club of Simi Valley, City of Simi Valley, and Rancho Simi Recreation and Park District, its officers, employees, and agents free and harmless from any loss, liability, damage, cost, or expense, which they may incur as the result of death or any injury or property damage that said participant may sustain while participating in said activity.

I also understand that the seller fee is non-refundable. I understand this is an outdoor show and the Rotary Club of Simi Valley, City of Simi Valley, and Rancho Simi Recreation and Park District will not accept any responsibility for goods damaged due to inclement weather. The sellers must make their own decision to set up or not set up their display. No refunds will be made for any reason. I have read and understand all the enclosed rules and information, and I agree to comply to ensure for a safe and enjoyable event.

By \_\_\_\_\_  
Signature of Participant

**Updated 4/25/2011**