



SATURDAY, May 19 ~ 10-4p.m.

Location: Madaket Plaza (foot of C St) along the Boardwalk to F Street Plaza (foot of F St)

VENDOR APPLICATION

Date: _____

Deadline: MAY 4th !!

Business /Organization Name: _____

Contact Person: _____ Phone#: _____

Mailing Address: _____

Email: _____

Resale Tax Number: _____

Temporary sales permits are available by calling the State Board of Equalization (707)576-2100.

Do you have liability insurance? _____ Yes _____ No

Liability insurance is only required for food vendors. Food Vendors, please provide a Certificate of Insurance with a \$2,000,000 liability listing Eureka Main Street and The City of Eureka as Additional Insured for May 19, 2018.

_____ Fine Arts/Crafts: ~~\$85~~ **\$50** *Special Inaugural Year Price*

_____ Food ~~\$150~~ **\$125** *Special Inaugural Year Price* (must have Certificate of Insurance)

Return vendors in 2nd year will continue to pay the Inaugural Year Price.

These prices are for a 10' x 10' booth. No charge for Eureka Main Street businesses. Full payment of booth fees and insurance forms are due by May 4, 2018.

Size of booth space requested: _____

Describe your booth set-up: _____

Will you be using a generator? _____ Yes _____ No

Describe the products to be sold or given away:

Vendor space is available for the festival on a first come first serve basis.

Complete your registration, by May 4, 2018. Send in:

- | | |
|---|--|
| <input type="checkbox"/> Completed vendor application | <input type="checkbox"/> Self-addressed envelop |
| <input type="checkbox"/> Hold Harmless form | <input type="checkbox"/> Copy of Liability Insurance (if applicable) |
| <input type="checkbox"/> Full booth fee | |

Festival vendor booth map will be mailed/emailed by May 11, 2018.

MAIL: Eureka Main Street 525 Second Street, Ste. 105 Eureka, CA 95501;
Attn: Bounty by the Bay Festival

FAX: 442-9154 **EMAIL:** amanda@eurekamainstreet.org

QUESTIONS? Email amanda@eurekamainstreet.org or call Eureka Main Street at (707)442-9054.



BOUNTY BY THE BAY - DETAILS

When: Saturday, May 19, 2018

Where: Madaket Plaza (foot of C St) along the Boardwalk to F Street Plaza (foot of F St)

Time: 10a.m.-4p.m.

Booth Spaces: A 10' x 10' booth space will be pre-assigned with the earliest postmark receiving preference. Vendors will be responsible for their own tents, tables/chairs, and displays. Tents must have weights attached to each corner of your booth.

Booth Locations: All booth spaces are assigned by Eureka Main Street. **Eureka Main Street reserves the right to move booths as needed.**

Booth Set-Up: Set-up will be on Saturday, May 19, between 7:00 and 9:30a.m.

All cars must be clear of the event area by 9:00a.m.

All booths are to remain open from 10a.m.-4p.m.

Booth Teardown / Cleanup: Teardown and cleanup is from 4-5:15p.m.

Booth Fees:

Fine Arts/Crafts: \$50.00

Food: \$125.00 must provide own certificate of insurance

These are special inaugural booth fees. Return for the 2nd year and receive the same price.

No charge for Eureka Main Street businesses. Full payment of booth fees and insurance forms are due by May 4, 2018. Checks are cashed upon acceptance to the festival.

There will be no refunds after the May 1, 2018.

INSURANCE: A Certificate of Insurance is only required for food vendors. All food vendors must provide a Certificate of Insurance. The policy must be for \$2,000,000 liability and list Eureka Main Street and The City of Eureka as Additional Insured for the date of May 19, 2018.

Booth Limit: In order to present a balanced show, **Eureka Main Street reserves the right to limit the number of booths in any category.**

(See reverse side for RULES & REGULATIONS)



RULES & REGULATIONS

Review the complete set of fire regulations at <http://eurekamainstreet.imagenolimits.net/bounty-bay>

If you have any questions regarding fire regulations contact Humboldt Bay Fire Department
Call: (707) 441-4000 • fax (707) 441-4133 • email: eurekaafd@ci.eureka.ca.gov well in advance of the event.

Booth Requirements: ALL BOOTHS must have a currently tagged **2A FIRE EXTINGUISHER**.

The Fire Department will inspect every booth prior to the festival and issue permits accordingly.

Food Concession Rules:

1. Must comply with enclosed fire regulations
2. Must obtain a Food Concessions permit from the Humboldt County Health Department two weeks prior to the festival. Call Jan at (707) 445-6215.
3. Must have a fire extinguisher, a fireproof booth, a large garbage can and a broom.
4. Must keep area free of trash during the festival and remove trash at the end of the day to the dumpster provided, or take trash with you.
5. Must put a tarp down on the floor of your booth to prevent a mess and to ease clean up.
6. Must bring a bag of sand or cat litter to use in case of a grease spill.

The number of vendors using power is limited and must be supplied by a generator. If your set-up requires you to use a generator, you must specify this in your application. Any use of a generator must be approved by Eureka Main Street and the Fire Department. The City of Eureka and the Fire Department have the final approval on the day of the festival. If they feel something is unsafe or is a threat to the safety of the festival and its patrons, they may “pull the plug” and deny power. Please discuss all power requests with the festival coordinator well in advance of the show.

General Rules and Regulations:

1. ALL Participants must clean their booth space completely of trash during the show and at the end of the day. A large dumpster will be provided. **DO NOT LEAVE YOUR MESS FOR THE FESTIVAL COORDINATORS TO CLEAN UP. A \$50 CLEAN-UP FEE WILL BE ASSESSED TO VENDORS WHO LEAVE THEIR MESS BEHIND.**
2. NO DOGS.
3. DO NOT attach anything to the merchant storefronts. DO NOT lean any booth materials or supplies against business windows. **IF YOU BREAK IT – YOU REPLACE IT!**
4. This is a family show. We do not allow booths to sell or contain any drug or paraphernalia-type items, anything deemed a danger to public safety, or considered to be offensive. Please be specific about what you plan to sell in your application form.

Vendor Responsibilities: Insurance (food booths), terms and conditions of sale prices, sales tax and delivery are the responsibility of the vendor and concessionaires. Eureka Main Street will not be responsible for losses due to theft, breakage, damage, weather or any other liability. All sales, publicity, promotion and distribution of printed material must be confined to your assigned space.

THANK YOU in advance for your cooperation and compliance with our festival guidelines. We look forward to a **FANTASTIC EVENT!** For further information, please call Eureka Main Street at (707) 442-9054.



HOLD HARMLESS FORMS -- COMPLETE AND RETURN BOTH COPIES

EUREKA MAIN STREET / CRAB FESTIVAL
Hold Harmless Agreement Concessionaires

[EMS Copy]

I agree to abide by all Festival rules and conditions listed in the Festival Application

Signature / Date

THE EUREKA MAIN STREET – BOUNTY BY THE BAY FESTIVAL PARTICIPANT shall indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of their participation in EUREKA MAIN STREET’S – BOUNTY BY THE BAY FESTIVAL, caused in whole or in part by any negligent act or omission of the participant, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the City or Eureka Main Street. I agree to defend, indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of my participation in this program.

Business Name _____

Address _____

Phone _____

Signature /Date _____

EUREKA MAIN STREET / BOUNTY BY THE BAY FESTIVAL
Hold Harmless Agreement Eureka Main Street / City of Eureka

[City of Eureka Copy]

THE EUREKA MAIN STREET – BOUNTY BY THE BAY FESTIVAL PARTICIPANT shall indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of their participation in EUREKA MAIN STREET’S – BOUNTY BY THE BAY FESTIVAL, caused in whole or in part by any negligent act or omission of the participant, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the City or Eureka Main Street. I agree to defend, indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of my participation in this program.

Business Name _____

Address _____

Phone _____

Signature / Date _____