

Event Vendor Application/Agreement

Event: BARKTOBERFEST (Canine Costume Contest, Vendor Fair, & Pet Adoption Agencies)

Date/Time: Saturday, October 12 from 11am to 2pm **Location:** Costa Mesa Bark Park (890 Arlington Drive)

Application Deadline: September 12, 2019

Mail-in: Parks & Community Services, ATTN: BarktoberFest, PO Box 1200, Costa Mesa, CA 92628

Walk-in: City Hall 3rd Floor - Recreation Front Counter, 77 Fair Drive

Email: TRACY.HABIGER@costamesaca.gov RAUL.MEDRANO@costamesaca.gov

We plan to attend this year.

We cannot attend this year, but please notify us of future events.

Company Name:	
Main Contact:	
Phone:	Email:
Second Contact:	
Phone:	Email:
Business Address:	
City:	Zip:
Business Phone:	Website:

List the goods or services that will be displayed at your booth (brochures, flyers, giveaways, etc.):

Please initial that you have read and agree to the following terms:

_____ **Booth information:** I understand that all booths must be able to function without electricity, as there will be no access to electricity at the event. I understand that the City will provide one (1) table and two (2) chairs per vendor booth, and that EZ-ups and additional chairs must be *requested in advance*.
_____ **EZ-ups are provided on a first-come, first-serve basis.**

_____ **Payment for vendor space:** In lieu of a monetary fee, I agree to provide a donated prize (item or gift certificate for product or services) at a value of at least \$25. Donated prizes are due on September 12, 2019. **Adoption agencies are exempt from providing the \$25 donated prize.**

_____ I agree to indemnify and hold harmless the City of Costa Mesa, Costa Mesa Bark Park Foundation, all City employees and volunteers, and event vendors of any damages, theft, or loss during the Spring Bark Bash event. I understand that I will not receive any compensation for photographs taken at the event and used for future Bark Park promotional material.

_____ I agree to attending the full duration of the event (11:00AM – 2:00PM), including set-up at 10:00AM. I agree to clean up my booth space and leave it free of trash or any materials used at my booth.

Signature

Date