



# GRAVENSTEIN APPLE FAIR



RAGLE RANCH PARK • AUGUST 12 & 13, 2017 • SONOMA COUNTY

## Corporate Vendor - Booth Application

Business Name \_\_\_\_\_ CA Sellers Permit # \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Previous Apple Fair Vendor: No  Yes , which years? \_\_\_\_\_

**Product Description:** All items for sale or distribution are subject to approval and must only be promotional in nature (t-shirts, books, bags, etc). Please attach samples of any printed material to be distributed at the event. Attach 1 photo of booth. Photos will not be returned.

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**Preferred Booth Setup Time on the hour on August 11, 2017 between 9am and 6pm:**

1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_ 3<sup>rd</sup> Choice \_\_\_\_\_

**Booth Dimensions & Fees:** Booth size selection should reflect all the space you need for display, equipment, storage, and personal property.

Total Footprint (Width X Depth)      10' x 10'      \$ 1250

Booth Height: \_\_\_\_\_ If any portion of your booth is taller than 8', it will be placed in an area free of tree canopies.

**Vendor Admission Passes:** Each vendor will be issued wristbands, to be worn by vendor and staff all day both days.

\_\_\_\_\_ # of Free Wristbands Requested

Electricity required? No  Yes

Make check payable to "Sonoma County Farm Trails"      Total Enclosed: \$ \_\_\_\_\_

Special Requests: \_\_\_\_\_

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## Corporate Vendor Agreement

*Please read and initial each section, then sign/date at end of document.*

All applications are due by May 1, 2017. Notice of status will be emailed to you after the juried selection process is completed, no later than June 1, 2017. Booth set-up instructions and timing details will be mailed by July 15, 2017.

**We require complete applications for vendors to be considered for the fair. Please use the attached checklist to ensure your submission is complete.**

### \_\_\_\_ **Jurying**

- A limited number of booth spaces are available with preference given to Corporations whose mission supports Sonoma County agriculture.
- Each application will be reviewed by the jury committee, and acceptance is not guaranteed even if you've exhibited with us before.
- If you are not accepted for the Fair, your payment check will be destroyed.
- The Gravenstein Apple Fair(GAF)/Sonoma County Farm Trails(SCFT) does not promise exclusivity on any offering.

### \_\_\_\_ **Booth Locations**

- Booth placement will be at the discretion of GAF/SCFT. Management reserves the right to alter booth locations and Fair layout from previous years.
- Vendors should be aware that the venue for the Fair is a county park with much of the area consisting of natural, unpaved, & uneven terrain.
- We require vendors to set up their booths on Friday, August 11<sup>th</sup>, 2017. Each vendor will be assigned a vendor set up time between 9am and 6pm. Please indicate your top three choices for your vendor set up time in the space indicated on the vendor application.

### \_\_\_\_ **California State Sellers Permit (if applicable)**

- The State of California requires that we have a valid Sellers Permit number on file with the Fair for each vendor.

### \_\_\_\_ **Electricity/Power**

- No generators will be allowed.
- GAF/SCFT. will provide electricity if requested. You must submit a request for electricity with your Vendor Application.

### \_\_\_\_ **Insurance**

- ALL vendors at the Gravenstein Apple Fair MUST provide a certificate of insurance for current liability insurance naming "Sonoma County Farm Trails" exactly as an "additional insured" and listing our address as PO Box 452, Sebastopol, CA 95473. No variation of the named insured on the certificate, such as the Gravenstein Apple Fair, Sebastopol Apple Fair, or any other variation of the name will be accepted.
- Vendors must provide their own liability insurance which must have minimum General Liability coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.
- Please do not purchase insurance until you are accepted as a vendor to this year's Fair. Certificates of insurance are due not later than July 1, 2017.

**Vendor Admission**

- To gain entry to our Fair, each vendor will be issued wristbands to be worn by the vendor and staff all day both days; they are waterproof.

**Parking**

- On-site parking is limited. One (1) Vendor Parking Area parking pass will be issued to each Vendor.
- All vehicles must follow the prescribed routes through Ragle Park.
- Vehicles and/or trailers may not be parked under trees.
- Vendor parking will be in an open field with no shade, so please pack your car accordingly.
- No overnight parking/camping is allowed in Ragle Ranch Park prior to, during, or after the Fair.

**General**

- Ice - GAF/SCFT will ensure availability of any ice you pre-order with your vendor application. Otherwise, a limited amount of ice will be available for sale on site at the Information Booth.
- Alcoholic beverages will be sold by Sonoma County Farm Trails ONLY.
- No one may sell Sonoma County Farm Trails or Gravenstein Apple Fair merchandise. The use of the Farm Trails or Gravenstein Apple Fair name or logo is strictly prohibited.
- Vendors agree to maintain the dignity and integrity of the Gravenstein Apple Fair as a “family oriented” event. The Fair reserves the sole right to ask any vendor, its employees, or volunteer workers to leave the Fair, if it is deemed that they are not acting in the best interest of the Fair.
- No products may be handed out FREE to the public during the Fair without prior approval & authorization of the Fair.
- The Gravenstein Apple Fair reserves the right to deny sale of items that have not been listed on the Vendor Application.
- Pets of any kind are not permitted anywhere at Ragle Ranch Park during the operation of the Gravenstein Apple Fair. Only licensed “Service Animals” are exempt and allowed within the Park.
- All booths are expected to be “open” during Fair hours: Saturday August 12<sup>th</sup>, 2017, 10am until 6pm, & Sunday August 13<sup>th</sup>, 2017, 10am until 6pm. Vendors may begin dismantling booths at 6pm, Sunday August 13<sup>th</sup>, 2017 and for safety reasons, may begin loading out not earlier than 7pm, Sunday, August 13<sup>th</sup>, 2017.
- Straw will be available for rent at \$5/bale on site.
- Smoking is not permitted on site.

**Acknowledgement**

I (we) have read and agree to the “Vendor Agreement” for the 2017 Gravenstein Apple Fair. I understand this application is for consideration only, and does not guarantee selection to participate in the Gravenstein Apple Fair.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Name of Business

\_\_\_\_\_  
Date

## Corporate Vendor – Application Checklist

**Application Package is due by May 1, 2017 and MUST include the following to be considered:**

- Booth Application (completed)
- Vendor Agreement (initialed and signed)
- Booth Photo
- Literature for Dissemination
- Check for Fees Made Payable to “Sonoma County Farm Trails”