

Juneteenth Festival 2009

Concession / Booth Space

Application Contractual Agreement

COMPLETE THIS PACKAGE AND RETURN WITH PAYMENT. SEE DUE DATES FOR SPECIFIC VENDOR CATEGORIES.

Notice

This contractual agreement is for space only; you must provide your own tent, tables and chairs.

- No electric power will be provided by SF Juneteenth.
- Food vendor application due by Monday, June 1, 2009.
- Arts & Crafts & Information booth applications due by Friday June 12, 2009.
- All vendors must follow laws/rules with respect to SF Fire & Health Dept. guidelines.
- All vendors **MUST** sign agreement, and pay fees before being assigned booth space.

Mail or deliver all signed documents and check/money-order to:

**SF Juneteenth Committee
1347 Divisadero Street San Francisco CA 94115
Ph: (415) 931-2729 Fax: 931-3854**

[SAN FRANCISCO JUNETEENTH]

San Francisco Juneteenth 2009

Concession / Booth / Space Rental CONTRACT AGREEMENT FORM
APPLICATION for June 20th and 21st, 2009 Celebration at SF Civic Center Plaza

NO REFUNDS

ITEM	COST (2 Day min.)
1. Food Vendor Space (10'x20' space) On attached page list all items for sell and how You will prepare / cook, store the goods.	\$400.00 <input type="checkbox"/>
2. Arts & Crafts Space (10'x15' space) List main items for sell.	\$175.00 <input type="checkbox"/>
3. Corporate Product Exposure Space (10'x15' space) List items for display/promotions	\$700.00 <input type="checkbox"/>
4. Community Information Space (10'x10' table space NO SELLS)	\$75.00 <input type="checkbox"/>

Vendor space will be assigned on first come first served basis. There may be competitive sells, No exclusives on products sold or displayed, except Sponsoring Partners and SF Juneteenth Committee.

Amount paid \$ _____ . Date paid _____ 2009.

CHECK # _____ . Money Order/Cashier Check _____

Sign _____

Please print clearly - make sure we have the correct address & phone numbers

Name (submitted by): _____

Business / Organization: _____

Address: _____ City: _____

Zip: _____ State: _____ Phone (work): _____ - _____ - _____

Cell number: _____ - _____ Fax: _____ - _____

Email: _____

Website: _____

Continued Vendor application

The San Francisco Fire Department requires that SF Juneteenth provide a list of ALL vendors using Charcoal, Propane and or Generators, which will be inspected by the SF Fire Dept. Inspector at the site prior to Vendor selling to the public.

The San Francisco Department of Public Health requires that SF Juneteenth and ALL vendors selling Food items to the public be inspected for Health and Safety, and as such we must maintain a list of vendors and present it to The Health Dept. before food item can be sold.

Source	YES	NO	How many#
Generators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electric cookers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Propane tanks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Charcoal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BBQ Pits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

List ALL Food items to be sold:

List ALL Arts and Crafts items for Sell:

REMEMBER: The Fire and or Health Department can shut down your booth for failure to provide truthful information or not complying with City Codes.

San Francisco Juneteenth 2009

VENDOR, PARTICIPANT APPLICATION INSTRUCTIONS

- i. **Please read the entire contract agreement, seek assistance if needed or call our office.**
- ii. Make copies of ALL documents and keep for your records.
- iii. Your contractual agreement will be considered accepted when you pay for your space (when paying by check when your check clears SF Juneteenth Banking System).
- iv. Returned Checks will be charged an additional bank service fee of \$25 plus \$10 reprocessing fee.
- v. Any Contracts reprocessed after May 30, 2009 Deadline will be on space availability and there will be no refunds of additional services fee if not accepted for participation.
- vi. **Event Cancellation**; if weather, acts of god, or other circumstances beyond the control of SF Juneteenth causes the event(s) to be cancelled, participation fess will **NOT BE RETURNED, NO REFUNDS**. SF Juneteenth cannot be held liable by Vendors/participants for the failure of the event to take place, be delayed or if vendor/participant is a "no-show."
- vii. Space Assignments and Final Instructions: Accepted Vendors/participants will receive a final information packet and briefing no later than Tuesday June 10, 2009 via fax, email, regular USPS and or telephone message.
- viii. Each vendor submitting a completed contract agreement with payment will be given the opportunity to personally select their choice of location in the order in which they paid according to date time stamp, said vendor will be called into SFJ office to make this choice and that selection will be final. This process will begin on or about May 30, 2009.

VENDOR, PARTICIPANT RELEASE & HOLD HARMLESS AGREEMENT

This agreement is entered into by and between the sponsor of the event San Francisco Juneteenth Events 2009/10 (Client) and the Artist, Craftsperson, Corporation, Community organization and or person filling out, signing and returning the application (Vendor). The sponsor is in the business of providing space at the event for the San Francisco Juneteenth Events 2009/10, display and sale of arts or crafts, commercial goods, food, small business/information and non-profit booths.

The Sponsor does not participate in the construction or assembly of the individual Vendor's exhibit. The Coordinator, on behalf of the Client provides space only at the event, with exception to Event sponsorship agreements in which SF Juneteenth supplies tent structures for said sponsors. The Vendor hereby indemnifies and holds the Coordinator, its agents, employees and servants and the Client, its agents, employees, and servants harmless from any and all claims, including costs and attorney's fees resulting from, arising out of said Vendor's participation in this event. For the purposes of this agreement, the term "participation" shall include, but not be limited to, the delivery of equipment, merchandise, structures and product to their designated location, the set up and display of any such structure and arts or crafts, and the dismantling and removal of all such items from the area provided by or through the Coordinator or its agents, employees and servants or the Client or its agents, employees and servants. The Vendor hereby expressly assumes any risk of harm to the Vendor arising out of their participation and the participation of other artist in the San Francisco Juneteenth Events, including any risk resulting from the particular location of the space designated to them by the Producer.

This agreement shall be effective immediately upon execution and shall continue in effect throughout the event period.

I have read and fully understand the above agreement.

Signature _____

Date _____