



ORANGECREST ASA SOFTBALL OPENING DAY 2011

**ORANGE TERRACE PARK, RIVERSIDE
SATURDAY • MARCH 3, 2012
8AM TO 5 PM**

ARTS & CRAFTS, RETAIL SALES, FOOD VENDOR & BUSINESS VENDOR APPLICATION

Business Name: _____ Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Day Time Phone: _____ Cell Phone: _____ Fax: _____

E-Mail: _____ Sellers Permit No.: _____

Describe all items you plan to sell at your booth: _____

SELECT CATEGORY: ARTS & CRAFTS RETAIL SALES SERVICE SPECIAL INTEREST NON-PROFIT FOOD

APPLICATION CHECKLIST:

Incomplete submissions will not be accepted and fees must be paid in full. Make Payable to: Orangecrest ASA Softball

1. Completed Application
2. Photos or descriptive samples of your item(s) & your booth set-up, pictures and /or samples will not be returned.
3. Space fee in full. See price lists below for amounts. After faxed, send originals with fees to

Orangecrest ASA Softball—231 E Alessandro Blvd • Suite A • #123 • Riverside, CA • 92508 Fax: 951-801-7931

Any returned checks will incur a \$30.00 NSF fee and may be subject to treble damages as stated in CA Civil Code 1719.

Vendors who participated in the Opening Day 2011 will be given priority. Vendor Must Provide Own Electricity.
No refunds or cancelations after 02/15/12. Each booth must visibly post their policy for refunds and exchanges.

Arts & Crafts Booth/Retail Sales	Service/Special Interest/Non-Profit	Food - Fire Extinguisher Required
10'x10' Space.....\$75.00	10'x10' Space\$75.00	10'x10' Space\$100.00
Vendor Must Provide Own Electricity	Vendor Must Provide Own Electricity	Vendor Must Provide Own Electricity
No refunds or cancelations after 02/15/12	No refunds or cancelations after 02/15/12	No refunds or cancelations after 02/15/12

APPLICATIONS MUST BE RECEIVED ON OR BEFORE FEBRUARY 25, 2012

POLICIES and PROCEDURES:

Appearance and Aesthetics – OrangeCrest ASA Softball Is A Family Themed Event Celebrating Our Communities Youth. Vendors will be evaluated based on their appearance, service, signage, cleanliness, etc. Evaluations will be referred to for future vendor selection.

The Items Below Will Not Be Considered For Sale At The Event:

1. Any type of gun.
2. Any Type of knife.
3. Any product made from an endangered animal.
4. Anything pornographic and /or offensive.
5. Anything drug, alcohol, or tobacco related.
6. Anything Orangecrest ASA Softball Board of Directors or assigned representative deems objectionable.

Orangecrest ASA Softball reserves the right to determine whether an item is considered offensive or hasn't met standards set by the committee, and will prohibit the sale/display of such items. You may be asked to remove item(s) from your booth if the items are as described above. If you do not follow enforcements request you will be asked to leave the premises immediately and all fees will be forfeited.

Space Allocation & Display Specifications - Spaces are ten feet square (10' x 10'). Participants must stay within their assigned spaces(s) and out of emergency fire lanes at all times. The Management reserves the right to assign vendor booths in the best interest of the overall event design, theme, footprint, and flow of traffic. Booths may not be moved by vendors at any time unless directed to do so by the Event Coordinator. If a vendor does move without the consent of the Management, the vendor will be asked to leave the premises immediately and all fees will be forfeited. Food booths must accommodate a safe cooking area which may require you to purchase an additional 10' x 10' booth space. Food trailers need to include trailer hitch within their entire footprint. Vendors are prohibited from sub-leasing, signing or apportioning the whole or any part of their contracted space to any other business or individual.

Equipment Requirements - The Orangecrest ASA Softball does not provide any equipment to participants. All vendors must provide their own canopies, tables, signage, lighting, and any other supplies required. Any sign visible to the public must be of professional nature.

Sound Restrictions - The use of sound devices must receive prior approval from the Event Coordinator in writing. Any sound broadcasted must be maintained at a conversational level to avoid interference with neighboring vendors. Volume in excess of conversational levels is strictly prohibited as a profane or volatile content. If the policy is violated, Management may ask you to leave the premises immediately and all fees will be forfeited.

Safety and Security - Emergency fire lanes must be maintained at all times.

Overnight security is not provided. Orangecrest ASA Softball and the City of Riverside are not responsible for theft or damage to property belonging to participants at any time during operating or non-operating hours.

CATEGORIES:

Arts and Crafts - All items are subject to board approval. Along with your application, all crafters must submit pictures and/or samples (not returnable) of item(s) to be sold and your booth set-up. PLEASE NOTE: Previous participation in this category does not guarantee acceptance without proper documentation.

Resale Merchandise - A limited number of high quality resale merchandise vendors will be selected to participate. Selection for any business is at the discretion of Orangecrest ASA Softball Board of Directors.

Food - All participants will be subject to regulations by the County of Riverside Department of Environmental Health and the City of Riverside Fire Department. It is the responsibility of each vendor to know the exact requirements of these departments. If you are unsure of what these requirements are, you may contact our office for direct contact information of these departments. OrangeCrest A.S.A Softball is not responsible for any loss of revenue, loss of product or space fees if either of these departments close you down for non-compliance. Pre-packaged foods, which are items packaged in a Health Department regulated kitchen are considered resale merchandise. Upon acceptance, you will be placed under the events "blanket" Health Permit at no additional cost.

GENERAL INFORMATION:

Permits - Participants selling any type of product must have a seller's permit issued by the State Board of Equalization. Out of state vendors may apply for a temporary permit by contacting 951-680-6400. participants must comply with all City, County and State requirements.

Insurance Requirements - All Food, Attractions and specific Arts & Crafts and Resale vendors must have a minimum general liability insurance policy in the amount of \$1,000,000 and \$1,000 minimum medical coverage covering your business for the following date: March 5, 2011. You will not be considered for placement until your insurance certificate is received. **THE INSURANCE CERTIFICATE MUST BE RECEIVED NO LATER THAN FEBRUARY 27, 2011.**

Application Process - All applicants and payments will be processed upon receipt. This application is neither an offer nor a guarantee of space.

The list of products you are requesting to sell/display/promote/give away must be specific. Words such as "accessories," "etcetera," "related products," and other vague descriptions are not acceptable. If your business is accepted, only products listed on the application may be sold, displayed, or given away. You not sell any items that not listed on your application. If so, you may be shut down and forfeit your space fee. Please be thorough when filling out your application.

Placement - Consideration for acceptance and placement will be given to early application in their category as well as the overall appearance of your booth. This event sells out early in many categories.

Booth spaces are not assigned until about Feb 26, 2011. At that time, you will receive your final Vendor Confirmation via e-mail or voice, which will include your booth space assignment and check-in instructions.

I have read and agree to comply with all Policies and Procedures for the OrangeCrest A.S.A. Softball Opening Day. I understand that non-compliance will result in my expulsion from the OrangeCrest A.S.A. Softball Opening Day with no refund of fees and non-participation in the future.

This is a rain or shine event - there will be no refunds given due to inclement weather. I also agree to indemnify and hold harmless Orangecrest ASA Softball. I certify that I am the responsible person referred to in the Policies and Procedures, and that I am authorized to; 1) execute on behalf of the business, and 2) accept legal process on behalf of the business.

This agreement is between Orangecrest ASA Softball, Inc., and Applicant only. No part of this agreement is transferable to another party, including but not limited to space at the event, including sharing space with an entity other than the one names herein, etc.

Date _____ Signature _____



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WAIVER

(This waiver must be signed and returned)

As a participant of the Orangecrest ASA Softball Opening Day at Orange Terrace Park, Riverside, CA , I hereby waive any and all claims for damages I may have against OrangeCrest A.S.A. Softball, Inc. and the City of Riverside, their authorized representatives or assigns and hold each and every one of them harmless for any and all injuries incurred in connection with said event.

Orangecrest ASA Softball, Inc. is not responsible for your equipment, materials, display, your loss of income, bodily injury or loss of life caused by fire, rain, windstorms earthquakes, inclement weather or other Acts of God. Because Orangecrest ASA Softball, Inc. expends substantial sums of money in preparation for Opening Day, refunds of booth space fees will not be made in the event that Orangecrest ASA Softball Opening Day is cancelled in whole or in part by such Acts of God.

I hereby give free use of my name and picture in any broadcast, telecast or print media of this event. I acknowledge that I have read the above and do fully understand the restrictions and do hereby agree to abide by those rules that have been established by Orangecrest ASA Softball, Inc. for this event.

I also acknowledge and understand that if I am found in violation of any policies, rules and regulations made by Orangecrest ASA Softball, Inc. my booth may be immediately closed down and I will no longer be invited to participate in any future Orangecrest ASA Softball Inc. events, and no refunds will be given.

(Please Print)

Name _____ Date _____

Signature _____

OFFICE USE ONLY

DATE _____

SPACE # _____

AMOUNT PAID _____

CHECK# _____

APPROVED BY
