

# VENDOR APPLICATION

— 2023 SANTA'S LOCAL WORKSHOP

THIS APPLICATION IS NOT VALID WITHOUT A SIGNED VENDOR CONTRACT



## 3rd Annual Santa's Local Workshop

Friday, December 15th, 2023 5:00pm - 9:00pm

**Set up time:** 12:00pm - 4:00pm **Booth Spaces:** 10 ft. x 20 ft.

*Check-in & Entrance: Please line up in front of our Chamber office (Imperial Ave.)*

Today's Date:

**Deadline for Food Vendors:**  
**Nov. 29, 2023**

**Deadline for Merchandise Vendors:**  
**Dec 8th, 2023**

### GENERAL INFORMATION

Company / Organization:

Vendor Type:

Food

Merchandise

Describe the items you would like to sell:

### BOOTH REPRESENTATIVE

Full Name :

Address :

Phone # :

Email :

Insurance is required in order to participate in these events. **NO EXCEPTIONS.** If you choose to provide your own insurance, The Brawley Chamber of Commerce must be listed as additionally insured with \$1,000,000 coverage.

I will provide insurance listing the Chamber as additionally insured (\$1,000,000 Coverage)

I need to purchase a **\$100** one-day liability Insurance (\$1,000,000 Coverage)

I will provide a copy of my 2022 Brawley Business License

I need to purchase a **\$40** one-day Brawley Business License.

### OFFICE USE ONLY

\$125.00 Chamber Member Price

\$75.00 Liability Insurance

\$40.00 One-Day Brawley Business License

\$25.00 Health Permit Application

\$50.00 Food Vendor Deposit (Vendor is responsible for picking up deposit from Dec 18-22, 2023)

Payment Reference

Total amount:

2023 SANTA'S LOCAL WORKSHOP

— DECEMBER 15TH, 2023  
MAIN STREET & PLAZA PARK, BRAWLEY, CA

The  
Chamber  
of Commerce  
FOR GREATER BRAWLEY

# VENDOR CONTRACT

— APPLICATIONS/CONTRACTS MUST BE COMPLETED, SIGNED AND RETURNED BY NOVEMBER 29, 2023 FOR FOOD VENDORS & DECEMBER 8TH, 2023 FOR MERCHANDISE VENDORS



## PLEASE READ THIS CONTRACT CAREFULLY AND INITIAL EACH SECTION.

- \_\_\_\_\_ 1. The Chamber reserves the right to accept and reject vendor applications, or portions of said application. This application is open to Chamber members only.
- \_\_\_\_\_ 2. Each Vendor must provide their own tables and displays.
- \_\_\_\_\_ 3. Each Vendor must have their own fire extinguisher and hand washing station **before** the start of the events.
- \_\_\_\_\_ 4. No selling or setting up on sidewalk or grassy area behind assigned booth space. No grills, ice chests or chairs outside booth space. Any items outside of booth space will be instructed to be removed.
- \_\_\_\_\_ 5. All cars must be cleared from event grounds **1 hour before** event begins. No cars allowed to drive on event grounds during event.
- \_\_\_\_\_ 6. All vendors must leave area clean after event. Clean up does not start until event end time. No early clean up, as this takes away from the event experience. No dumping ice, oil, grease or soapy water on sidewalk or grassy area behind booth space.
- \_\_\_\_\_ 7. **ONLY WHISPER GENERATORS WILL BE ALLOWED.** Vendors with loud generators will be instructed to turn them off and will also be asked to shut down their booth.
- \_\_\_\_\_ 8. Food vendors may only sell food items approved by The Chamber of Commerce for Greater Brawley. No other items may be sold, raffled or given away for donations without prior approval from The Chamber. The Chamber may limit the number of food vendors. All food vendors must provide the necessary health permits and liability insurance.
- \_\_\_\_\_ 9. Merchandise vendors may only sell items approved by The Chamber of Commerce for Greater Brawley. No other items, other than those approved by The Chamber, may be sold, raffled or given away without prior consent from The Chamber. The Chamber may limit the number of merchandise vendors. NO SILLY STRING, confetti or similar products may be sold.
- \_\_\_\_\_ 10. **Vendors are not allowed to sell before events begin.**
- \_\_\_\_\_ 11. Insurance is required for all events. NO EXCEPTIONS. If you choose to provide your own insurance The Brawley Chamber of Commerce must be listed as additionally insured with \$1,000,000 coverage.
- \_\_\_\_\_ 12. All applications must be completed and returned to the Chamber by November 22, 2023. If approved, late applications are subject to a \$100.00 late fee. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
- \_\_\_\_\_ 13. The Chamber will not be responsible or reimburse any fees if any vendor/booth is asked to shut down by the ICPHD or any other entity.
- \_\_\_\_\_ 14. **NO REFUNDS.** The Chamber of Commerce will not refund any fees if Vendor does not show up to the event on time, if vendor does not show up at all, or if vendor cancels less than 3 weeks prior to the event.
- \_\_\_\_\_ 15. **All vendors who did not lose deposit will have until December 22nd 2023 at 5:00pm to pick up deposit. Failure to do so by that time will result in vendor losing their deposit.**

**Any violation/s of these rules will result in any of the following:**

- a) Forfeit of the \$50.00 deposit. b) May be asked to shut down.
- c) **May be permanently banned from participating in any future Brawley Chamber events.**

**By signing this contract you commit to follow these rules and accept the Cattle Call Committee's decisions and consequences for not complying with them.**

2023 SANTA'S LOCAL WORKSHOP

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Company/Organization: \_\_\_\_\_ Date: \_\_\_\_\_

Direct Phone Number/Cell : \_\_\_\_\_