



VENDOR BOOTH APPLICATION

SATURDAY, SEPTEMBER 16, 2017

Applicant Information

Name: _____

Business/Organization: _____

Address: _____

*Street Address**Apartment/Unit #*

*City**State**ZIP Code*

Contact Phone: _____ Email: _____

EVENT BOOTH

Informational and Non Profit/Fundraising Groups <small>(Copy of Non-Profit Status Required)</small>	Providing Information Only and/or Restricted Sales	\$10	\$ _____
Merchandise Vendor	Vendors selling products	\$25	\$ _____
Booth Space (circle one)	10x10	10x20	
<i>Description of what you will be selling and/or giveaway:</i>			TOTAL DUE \$ _____

**** NO ELECTRICITY PROVIDED ****

NO REFUNDS

I HAVE READ the City of Rialto Pet-A-Palooza booth regulations and understand my responsibility as a participant to have a self-contained vendor booth and the City of Rialto will not provide any items.

Signature

Payments made payable to "City of Rialto"

Payment and Application to:
 City Clerk's Office
 290 W. Rialto Ave.
 Rialto, CA 92376
 (909) 820-2519
 Email: cityclerk@rialtoca.gov
 Website: www.rialtoca.gov

2017 RIALTO PET-A-PALOOZA

BOOTH REGULATIONS

- **EVENT HOURS:** 10:00 a.m. until 1:00 p.m. on Saturday, September 16th
Tear down may begin at 1:00 p.m. on Saturday
- **SET UP TIMES:** Saturday, September 16th *7:00am – 9:00am*

All vendors must be in place by **9:30am Saturday, September 16th**. Locations will NOT be reassigned. For safety purposes, no vehicles may drive onto any grass area at the event location. **Violators will not be invited back.** Please be prepared to transport your items from your vehicle (parking lot) to your booth space.

- **BOOTH LOCATIONS:** Each vendor will be assigned a booth location. Event map will be sent to each vendor 5 days before the event.
- **BOOTH SPACE:** Vendor spaces are outside and on grass and/or pavement. Vendor Booths MUST be self-contained. Please bring all necessary materials, chairs, tables, shade coverings, etc. The City will NOT provide these items.

**** Electricity will NOT be provided****

- **PRODUCTS:** All merchandise must be suitable for a pet and family-type atmosphere. Second-hand merchandise may not be sold. The City reserves the right to stop the sale of any item deemed inappropriate.
- **LIABILITY:** The City of Rialto is not liable for theft or damage.
- **LIMITED PARKING:** Parking at Event (City Hall) is limited. There will be parking at empty lots near event. Handicap parking spots are available on city streets. The City will not provide reserved parking.
- **FEES:** Payment must accompany Booth Application. Please make check payable to **City of Rialto**. Submit to Rialto City Clerk's Office, 290 W. Rialto Ave., Rialto, CA 92376. **No Refunds.**

INFORMATIONAL NON-PROFIT/FUNDRAISING GROUPS

Informational spaces are **\$10.00**. We ask that you bring plenty of items to give away. In order to reserve your space at the Event you must submit a Booth Application. Copy of non-profit status if applicable.

MERCHANDISE VENDORS

Merchandise vendor spaces will be on first come, first serve basis. Vendor space is **\$25.00**. In order to reserve your space at the Event you must submit BOTH City of Rialto Special Events Application and Event Booth Application.

- **One Day Event Permit:** All Vendors who will be selling products at the Event are required to complete a separate one day Special Events Application. Fees are already included in Event Application Fee.

**** KEEP THIS INFORMATION SHEET ****

Festival Information (909) 820-2519

