



City of Rialto

California

Season's Greetings!

You are cordially invited to participate in the City of Rialto's Holiday parade & Tree Lighting Ceremony on Saturday, December 8, 2018, from 7:00pm- 9:00pm in downtown Rialto. Come set-up a booth for the opportunity to expand your business/organization throughout Rialto. We anticipate an attendance upwards of 2,000 people and encourage you to join us in spreading the holiday cheer to our community members.

If you are interested in participating in the Holiday vendor fair at the 2018 Holiday Parade & Tree Lighting Ceremony, please fill out the enclosed Booth Application by Thursday, November 29th, 2018 at 6:00pm.

All participants must provide their own equipment including: tables, chairs, canopies, lighting. We do not provide any equipment or electricity for your booth. Weights are required due to the potential wind conditions.

Please carefully review all Rules and Regulations before continuing with the application process.

PROPER LIGHTING IS NECESSARY FOR THIS EVENT SINCE IT IS A NIGHT TIME PARADE.

If you have any questions, please contact me at 909-421-4949. Offices are open Monday through Thursday from 7:00am to 6:00pm. Thank you for your participation.

Sincerely,

Jessica Perez
Community Services Department
City of Rialto



**City of Rialto
Holiday Vendor Fair
Saturday, December 8, 2018**



Application

PLEASE CHECK ONE: Information/Nonprofit Booth Merchandise Vendor Food Vendor

BUSINESS/ORGANIZATION: _____ **CONTACT PERSON:** _____

MAILING ADDRESS: _____ **CITY:** _____ **ZIP:** _____

PHONE: _____ **ALT. PHONE:** _____

EMAIL: _____ **PREFERRED:** Email Phone

PERMITS: The following Permits must be submitted for approval:

1. **State Board of Equalization Re-Sale Number:** _____
(To obtain a re-sale number, contact the above agency at (909) 680-6400).
2. **City of Rialto Business License:** _____ (Attached to this application, fee is \$9.00) CASH ONLY.

ELECTRICAL NEEDS:

Power will NOT be provided. All food vendors, merchandise vendors, and information booths are required to bring their own generator and additional equipment as needed.

VENDOR SPACES:

Please list the number of vendor spaces needed (Extra spaces will be an additional charge):

BOOTH SPACE: Requested space size larger than 10 x 10 is not guaranteed. *Additional fees will apply for spaces larger than 10 x 10.

*Electricity, Generator, tables, chairs, EZ ups, extension cords, etc. will NOT be provided.

- 10 x 10 10 x 20 10 x 30

PLEASE DESCRIBE ITEMS TO BE SOLD OR DISTRIBUTED FOR FREE:

INFORMATION BOOTHS ONLY
DESCRIBE THE ARTS & CRAFTS ACTIVITY OR HOLIDAY-THEMED GAME YOU WILL BE PROVIDING. PLEASE ATTACH A SAMPLE OR PHOTO OF THE ACTIVITY/GAME TO YOUR APPLICATION.

MAIL OR DROP OFF APPLICATION TO:

Rialto Community Services **OR EMAIL:** jperez@rialtoca.gov
 Attn. Jessica Perez
 214 N. Palm Ave. Suite 204
 Rialto, CA 92376

Deadline: Thursday, November 29th, 2018 by 6:00pm

OFFICE USE ONLY

Receipt # _____

Date _____

Staff Initials _____

