

Old Town Elk Grove Foundation presents

The 29th Annual

Dickens Street Faire

Saturday, November 26, 2016 • 10 a.m. to 5 p.m. • Old Town Elk Grove, CA

Vendor Application Deadline: November 13, 2016

All fields are mandatory. Do not return an incomplete form.

Name: _____ Phone #: _____

Business Name: _____ E-Mail Address: _____

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

Business Phone #: _____ Cell #: _____

*Resale Number: _____ Health Permit # if applicable: _____

*Please List All Items to Be Sold: _____

All vendors selling or displaying must:

- Complete application in full—include a copy of your resale permit and health permit. (If applicable, you **must** send us a copy of your health permit. All food vendors must complete and submit the Temporary Food Facility Operators Packet information sheet, menu, and site plan along with this application.)
- Sign the liability clause on the following page.
- Send payment with application—no exceptions, no rain date.

Vendor Type (Please check only one):

Crafts & Antiques New Merchandise/Commercial Nonprofit/Community Food (Low Risk) Food (High Risk)

Please check which booth you would like:

Type of Vendor	Booth Space and Fee Please Check One: <input checked="" type="checkbox"/>
Crafts & Antiques	<input type="checkbox"/> 10x10 -- \$95
	<input type="checkbox"/> 20x10 -- \$150
New Merchandise or Commercial	<input type="checkbox"/> 10x10 -- \$150
	<input type="checkbox"/> 20x10 -- \$250
Nonprofit or Community	<input type="checkbox"/> 10x10 -- \$40
Food Vendor (low or high risk)	<input type="checkbox"/> 10x10 -- \$250
	<input type="checkbox"/> 20x10 -- \$450
Food Truck	<input type="checkbox"/> \$200

All vendors are required by the California State Board of Equalization to have a [State of California Resale Permit](#). For further information, call (916) 227-6700 or [click here](#). You must provide a copy of your resale permit with your application and display a copy of your permit at your booth during the event.

All vendors must provide proof of vendor's insurance. A certificate of liability naming Old Town Elk Grove Foundation, EzEvents, Inc. and the City of Elk Grove as additional insured must be provided. No exceptions.

All food vendors must complete and submit the [Temporary Food Facility \(TFF\) Operator's Packet](#). If you need the packet, [click here](#) or contact the Sacramento County Environmental Management Department at 916-875-8484 or EMDinfo@Saccounty.net.

Food vendors must read and comply with the [CSD Fire Department's Conditions for Approval](#). If you need a copy, [click here](#) or contact the CSD Fire Department at (916) 405-7100 or sheilawolcott@csdfire.com.

Food vendors are classified as low risk or high risk by the County Health Department. Low risk includes pre-packaged foods, hot dogs, corn dogs, nachos, popcorn, cotton candy and non-dairy coffee. High risk includes any food that is cooked, barbequed or deep fried meat or seafood, rice, pizza, sushi, tacos and all dairy drinks. All food vendors are responsible for additional Health Department Inspection Fees which are **NOT** included in the booth fee. No on-site sampling allowed without prior authorization and approval. You **MUST** pay Health Department Fees and provide a copy of your permit with your application. To apply for a permit or find out more information, please visit emd.saccounty.net or contact EMD at (916) 875-8440. The food permit application must be submitted and fees paid prior to the event. For application and fee documents, please [click here](#).



Vendor space is open to any business, crafter, artist, vendor of agricultural products and food vendors selling either pre-packaged foods or cooked foods and refreshments. It is also open to nonprofit, community or school organizations. **There is no electrical access available.** NO REFUNDS. In the event of rain, booth spaces may be re-assigned at check-in starting at 8:00 a.m. on November 26, 2016. In this case, the vendors present will be placed together in a central area to avoid gaps from no shows.

Booth Fee Enclosed: \$ _____ **Make checks payable to:** The Old Town Elk Grove Foundation *(There will be a \$50 fee on all returned checks.)*
NO REFUNDS. This is a rain or shine event.

***LIABILITY CLAUSE:** I, the undersigned, hold the Old Town Elk Grove Foundation officers and committee members and EzEvents, Inc. and the City of Elk Grove, employees, agents, and directors harmless of injury I may sustain or cause to others. I hold the Old Town Elk Grove Foundation, EzEvents, Inc. and The City of Elk Grove harmless for loss of property that may occur with any activity at, or associated with the Annual Dickens Street Faire on November 26, 2016. By signing below, I understand and acknowledge reading and agreeing to these terms and conditions.

Printed Name: _____ Signature: _____ Date: _____

For more information, please contact the Event Coordinator, Erica at 916-726-7404 or Erica@EzEvents.net or The Old Town Elk Grove Foundation at 209-242-3330.

Please return the completed and signed application, along with all required documentation and payment to:

EzEvents, Inc.
Attn: Dickens Street Faire
PO Box 7046, Auburn, CA 95604

You can also email or fax your application to: Erica@EzEvents.net or Fax to: 909-498-7337

A few important reminders:

- We encourage all vendors to decorate their booths in the spirit of the faire! You may also choose to dress in the holiday spirit.
- **Set up starts at 8:00 a.m.** We ask that you unload and move your vehicle as quickly as possible.
- Vehicles must be moved out of festival area **no later than 9:00 a.m.**
- **We will not allow sellers to enter selling area after 9:00 a.m. No exceptions.**
- Check-in Location: 2nd Ave./Elk Grove Blvd. located in front of El Dorado Savings (subject to change).
- Your space number will be given to you at check-in when you arrive.
- **No giving away or sampling of food or drink without health permit/fees and approval from the foundation. No exceptions.**
- Please bring your own set up equipment and weights in case of wind. This event is rain or shine. Let's hope for great weather!
- Side street parking will be available, but no street parking will be allowed on Elk Grove Blvd. where the festival will be held.
- Please do not tear down before 5:00 pm. Tear down may take place between 5:00 pm & 6:00 pm.
- You will not be permitted to bring in your vehicle to load until 5:00 pm.
- Please pick up your area before you leave. If you brought it, take it home. Please do not stuff event trash cans with your trash.

We're excited to have you there! Remember to check-in on social media to tell your friends and family to "Meet me at the Old Town Elk Grove Annual Dickens Street Faire" during the event.

We wish you much success and appreciate your participation!



Thank you for choosing to be a part of the Annual Dickens Street Faire!

