

BANNING STAGECOACH DAYS

SEPTEMBER 9th 10th and 11th, 2011

P.O. Box 604, Banning, Ca. 92220 * 951-675-4326

VENDOR APPLICATION

Business Name _____ Contact Person _____
Mailing Address _____
City _____ State _____ Zip Code _____
Telephone _____ Fax _____
Email _____ Ca. State Resale Number _____
(Vendors are responsible for collecting and reporting tax).

PRODUCTS YOU WISH TO SELL: Items to be sold, distributed, or displayed must be approved by the Vendor Committee who reserves the right to request further information, pictures or samples before the approval of this application. There will be NO political items of any kind. Please be thorough and list your primary menu items, followed by all other items you want to sell.

MAIN MENU FOOD ITEMS WILL NOT BE DUPLICATED; This will be on a first come, first serve basis. If you plan on selling a particular item as a main menu item, it may not be duplicated by another vendor. (Example: If a vendor plans to sell tacos as a main menu item, and has his/her application and appropriate documents and fees mailed in, that vendor will be the only vendor selling tacos. *This is for main food menu items only.*

Please list main item you plan on selling (food vendors only) _____

Other items to be sold _____

VENDOR SPACE FEE:

Food Vendor	10' X 10'	\$130.00
Craft/Commercial	10' X 10'	\$105.00
Non profit (send copy of 501)	10 X 10'	\$80.00

See last page of this application for examples of required fees and documents required for 2011.

Please indicate if you will need hookup for electric _____ water _____

RETURN CHECK POLICY: Checks returned NSF will be charged \$25.00 and will not be allowed as a vendor until all fees have been paid.

REFUNDABLE DEPOSITS:

1. Cleaning Deposit \$75.00
2. Leaving the Event Early Deposit (prior to Sunday 9:00 p.m.) \$50.00

Vendors that leave their space at the end of the event clean, with all trash etc. picked up, will

receive their refund of \$75.00 back. If the vendor stays until the end of the event (9:00 PM Sunday) their deposit of \$50.00 will be refunded. These refunds will be paid Sunday 9:00 p.m.

(All fees are to be paid in Cash, Money Order or by Check)

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RIVERSIDE COUNTY HEALTH PERMIT:

The vendor committee will provide food vendors with a Riverside Co. Health permit for an additional \$50.00 if they don't already have a Riverside County Health permit. If the Food Vendor already has a Health Permit, a copy must be attached to the application. **The HEALTH PERMIT MUST BE issued by Riverside County.** Food vendors are responsible for having their booth equipped to meet Riverside County health department standards. A representative from the Riverside County health department will inspect area prior to the event opening. Upon inspection representative will issue a small card indicating that the space is up to standard. (This card **is not a** Health permit). Any food vendor not approved by the inspector will not be allowed to sell food. Any questions regarding what is required can be answered by going to the Riverside County Department of Environmental Health web site: <http://www.rivcoch.org>. Click on the "Temporary Food Facility" tab.

CANCELLATIONS:

The vendor application is null and void unless balance due amount is paid in full. **No refunds** unless the event is cancelled. No refunds will be paid due to inclement weather or acts of nature occurring during the event. However, should the event be cancelled prior to the opening of the event, the vendor will be refunded the entire amount they paid. This refund will be paid by mail within 30 days of event. The vendor committee reserves the right to refuse applications due to duplication, space availability, appropriateness of vendor for the event, and/or failure to provide required documents or fees.

VENDOR EVENT HOURS: Friday Sept. 9, 2011	4:00 pm - 11:00 pm
Saturday Sept 10, 2011	11:00 am - 11:00 pm
Sunday Sept 11, 2011	11:00 am - 9:00 pm

VENDOR SET-UP AND TAKE DOWN:

Vendor set-up will be on Friday, September 9th, 2011 from 8:00 am until 3:30 pm.

Vendor tear-down will be on Sunday starting at 9:00 pm

All vendor vehicles at the grounds must be unloaded and moved to public parking by 3:30 pm on Friday, 10:30 am Saturday and Sunday unless arrangements have been made with the vendor committee prior to the event. If you need additional supplies while the event is going on, ask us to bring a golf cart to help you get your supplies back and forth.

APPLICATION RECEIVED WITH OUT ALL REQUIRED DOCUMENTS AND FEES WILL BE RETURNED REQUESTING THIS INFORMATION

Booth Assignment:

Assignment of booth location at the fairgrounds will be determined by the Vendor Committee based on 1. Any special requests approved by the vendor committee prior to set-up, 2. Proximity to vendor selling similar items, 3. Electrical service requested, and 4. Other determining factors.

PASSES:

Each vendor will be issued two (2) weekend vendor passes to the fairgrounds and one (1) parking

pass good for Friday, Saturday and Sunday. Additional vendor passes good for all 3 days may be purchased for \$10.00 each from the Vendor Committee. (Limit 4 per vendor)

STATEMENT OF POLICY:

The Stagecoach Days Committee is operating as the sole producer of Stagecoach Days and accepts no liability for the loss or damage, either by theft or act of God to any merchandise, fixtures, literature, personal property or equipment brought onto the fairgrounds by a vendor. Refunds will not be made due to inclement weather and each vendor understands that the event is uncovered. Liability and responsibility lies solely with each vendor. The vendor committee will attempt to be fair in assigning vendor spaces and ensure vendors of similar items will be separated as much as reasonably possible.

Example of required documents and fees to be attached to application when submitted by vendor:

	FOOD VENDOR	CRAFT/COMMERCIAL VENDOR	NON -PROFIT VENDOR
Space fee	\$130.00	\$105.00	\$80.00
Health permit Food vendors only	(\$50 if applicable)		
Cleaning deposit	\$75	\$75	\$75
End of event deposit	\$50	\$50	\$50
Total	\$305	\$230	\$205

SEND APPLICATION FEES and PERMITS TO: Banning Stagecoach Days, PO BOX 604, Banning, Ca. 92220.

I understand the terms of acceptance, and rules for set-up, and tear down. I also understand that should I violate any of the rules I will be removed from the event with no refund.

Vendor signature _____ Print Name _____ Date _____

We are looking forward to a very successful event for everyone!

Banning Stagecoach Days Vendor Committee:

**Chairman: David Wilson 951-922-9403, e-mail: dwilson@stagecoachdays.net
Assistant: Helen Barnes 951-675-4326, e-mail: animalshelter2@hotmail.com**