



# VENDOR APPLICATION – page 1-(Front of Form)

## Vendor Space Application Summergrass San Diego – August 17-18-19-2018 [www.summergrass.net](http://www.summergrass.net)

Be sure to read and sign BOTH SIDES of this form:

- **Application deadline:** June 30, 2018, or *When Full!* Sign up early! Only about 25 spaces available and may sell out quickly!
- **Vendor Space Fees:** \$180 for one 10' x 10' space, each additional space for the SAME vendor is \$100.00. Summergrass reserves the right to limit the number of spaces per vendor if necessary. Space purchase includes a business card sized ad in the program.
- **Vendor Placement:** The Vendor map is not updated. Please bear with us till it is completed.
- **Tickets:** Each vendor, regardless of space size, receives two (2) three-day festival tickets. Do not lose these or you will be required to buy tickets at the gate. Any tickets needed in addition to the two (2) provided must be purchased either in advance or at the gate.
- **Electricity for your vendor space:** VERY limited! If you require electricity for a cash register indicate below and we will *try* to locate your booth to accommodate that need. Register early! We recommend you bring your own battery of fuel lanterns for lighting. Lighting of vendor area is not guaranteed, but we're trying! **There is a \$25.00 fee for electricity. A small QUIET generator is OK.**
- **Photo description of your booth and merchandise.** If you have not been a vendor at Summergrass before (or a previous vendor whose products/setup changed), you **MUST** provide a photograph of your work and booth set-up, and list of merchandise sold with this application. **\*(Attach separate sheet with list if necessary).**
- **Vendor Camping:** The cost, \$55 Wed-Sun inclusive, for dry camping space **is not included** in your vendor fee. You **MUST** indicate on your application if you need a camping space or not. Inquire for optional electric for campers this year.
- **Confirmation:** You will be notified of your acceptance as a vendor by phone.
- **Business License:** The city of Vista requires all our vendors to have a City of Vista business license which can be obtained from the City of Vista website.

The undersigned agrees to indemnify, defend, and hold harmless to the fullest extent allowed by law, Summergrass, Folk Routes, Inc., dba North San Diego County Bluegrass and Folk Club, the San Diego Bluegrass Society, Inc., the Antique Gas and Steam Engine Museum, Inc. and their officers, directors, employees, agents, and volunteers from and against any and all claims, demands, suits and proceedings of whatsoever kind and nature, including but not limited to, those for bodily injury, property damage and defective products arising out of our related to, directly or indirectly, the undersigned vendor's participation in and attendance at Summergrass \_\_\_\_\_.

**Please complete the following to apply for vendor space(s): Applications must be received my June 30, 2018  
(Please Print Clearly)**

Vendor Name and/or Organization \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Contact Person's Name (Print) \_\_\_\_\_

Phone # (\_\_\_\_\_) \_\_\_\_\_ California Resale Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Email \_\_\_\_\_

\*Items / Services to be displayed and/or sold:

Certificate Enclosed (or will be provided within 2 weeks of acceptance )

Vendor Space – Electricity Requested? No \_\_\_\_\_ Yes \_\_\_\_\_ (for cash register only, no guarantee)

Note Your Location Request (if any): 1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

(MAP IS CURRENTLY BEING UPDATED)

Need Camping?  No  Yes, if yes, indicate:  Tent  RV (circle type below )  Handicapped

(Circle) Pop-Up, Travel Trailer, Motorhome, Bus", 5<sup>th</sup> Wheel, RV Length (without tow vehicle) \_\_\_\_\_ ft long \_\_\_\_\_ wide.

Vendor Fees: <b>\$180</b>	(1 <sup>st</sup> 10x10 foot space \$180)	= \$ _____
+	_____ Number of additional spaces \$100 each	= \$ _____
+	_____ Dry camp site Fee - (\$55)	= \$ _____
+	_____ Electricity Fee - (\$25)	= \$ _____
<b>Total Enclosed</b>		<b>\$ _____</b>

Did you enclose?  Check (Payable to "Summergrass")  Proof of Insurance?  
 Application form (with both sides signed)  Mark your camping choices?

**Mail Vendor Application to:** Summergrass Vendors, 1807 Calle Antonio, Vista CA, 92084

Questions? [vendors@summergrass.net](mailto:vendors@summergrass.net) or [Missylyn222@gmail.com](mailto:Missylyn222@gmail.com)

**VENDOR APPLICATION – page 2 (Back of Form)**  
**Summergrass San Diego – 2018**  
**This form, signed by Vendor, must be on file with Summergrass**

**Vendor Placement:** Summergrass reserves the right to decide on placement of all vendors.

1. Vendors may request a specific space(s) in writing and will be informed if that request can be granted. First priority (in order of date/time submitted) is given to our returning vendors. A map of the vendor area is being updated. It will be very similar to 2011 layout.
2. Minimum vendor hours of operation are as follows:
 

a. <b>Set Up:</b>	Fri – Aug. 17 <sup>th</sup> – 10am – 2pm	<b>(Earlier setup <i>MAY</i> be allowed, but you <i>MUST</i> check with Summergrass officials before setting up. All vehicles must be out of vendor area by 2 p.m. Friday)</b>
b. <b>Vendors Open:</b>	Fri – Aug. 17 <sup>th</sup> – 3pm – Dark	<b>(OK to open 2 pm Friday and stay open until 10:30 pm on Friday/Saturday nights.</b>
	Sat – Aug 18 <sup>th</sup> – 9am – Dark	<b>(Note that there is limited lighting of festival grounds after dark.)</b>
	Sun – Aug 19 <sup>th</sup> - 9am – 5pm	
c. <b>Tear Down:</b>	Sun – Aug 19 <sup>th</sup>	<b>No earlier than 5pm on Sunday. No Vehicles will be allowed into the vendor area until the completion of the show (last act off stage) for the safety of the audience. No “packing” activity that interferes with vendors, disturbs the audience, or performers will be permitted before 5 pm Sunday.</b>
3. **Supplies:** Vendors provide all of their own items. This is an outdoor event. Tables, chairs, carpets, extension cords, booths, canopies, signs, lights, displays or any other equipment will NOT be provided.
4. **Signs and/or Banners:** Must look professionally done. We expect an attractive, professional-looking vendor display.
5. **License/Taxes:** All vendors are responsible for having appropriate business licenses of non-profit certification where applicable, and collecting/reporting 8.25% California Sales Tax (which includes Vista city sales tax) as appropriate. A copy of the business license must be included with this application. A sales tax reporting form is available from <http://www.boe.ca.gov/pdf/boe401a2.pdf>.
6. **INSURANCE REQUIRED:** Our insurance requires vendors to be insured. We DO NOT provide insurance, you as a business need to provide it yourself. **Your insurance certificate MUST be enclosed or provided to Summergrass within 2 weeks of notice of acceptance of your vendor application and will be reviewed, approved and kept on file with Summergrass.** Insurance certificate MUST include the following:
  - a. **Liability coverage of at least \$2million aggregate, \$1 million per occurrence, Bodily Injury, and Property Damage coverage.**
  - b. **AND “Summergrass San Diego”, “San Diego Bluegrass Society”, “San Diego North County Bluegrass and Folk Club”, Folk Routes, Inc., “Antique Gas and Steam Engine Museum”, and “County of San Diego” must be named additional insured’s.**
7. **Be Tidy:** All vendors are responsible for cleaning up their respective areas during and at the close of the event. Please put trash in appropriate containers, no large, heavy items may be left as trash.
8. **Merchandise Sales:** All items displayed or sold at your vendor space must be indicated on your application and approved at the time of acceptance.
9. **Refunds:** Will NOT be automatically given. Summergrass reserves the right to charge a cancellation fee.
  - a. We understand emergency issues do arise which we (or you) cannot control, such as sudden serious illness, and we will be sensitive to these issues should la refund be requested.
  - b. If you or your company paid and did not show up and **DID NOT NOTIFY** Summergrass by August 5, no refund will be issued.
  - c. In the event the vendor, in any respect, violates the terms or intent of this agreement, all payments to Summergrass shall be earned and furthermore, non-refundable to the vendor.
10. **Conduct:** Summergrass San Diego reserves the right to have removed from the event any person or business violating any law or festival regulation or conducting him or herself in a manner that would be detrimental to the spirit of the show or festival. Any such person will be asked to leave without a refund.
11. **Loss/Damage:** Summergrass San Diego is not responsible for loss or damage to persons or personal property. Although the festival promoters will endeavor to maintain a secure environment vendors are responsible for their goods at all times. Undersigned agrees to indemnify, defend and hold harmless Summergrass San Diego, the Antique Gas & Steam Engine Museum, the County of San Diego, San Diego, San Diego Bluegrass Society, and the San Diego North County Bluegrass & Folk Club (Folk Routes, Inc.) and their officers, agents, employees and volunteers from any claims or losses related to their goods and/or for personal injury and property damage.
12. Vendors do not have access to entertainment/hospitality rooms or any secure area as designated by Summergrass.

**Vendor Name and Business Name** (Please Print) \_\_\_\_\_

(Signature indicates agreement) **SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_