



# Pooch Plunge Vendor Booth Application

August 13, 2016

Vendors are needed for the Pooch Plunge Event to be held at Cameron Park Lake located at 2989 Cambridge Road in Cameron Park. The event will be held on Saturday August 13, 2016 from 9am-2pm. The event will feature Laps at the Lake (a run/walk with your dog around the lake) followed by the Pooch Plunge from 10am to 2pm – let your dog swim in the Cameron Park Lake Swimming Lagoon.

**APPLICATION MUST BE RECEIVED AT THE DISTRICT OFFICE NO LATER THAN JULY 22, 2016**

PRICE – booth size is 10' x 10' space vendor to provide own table, chairs, and shade booth

Business Vendor: \$40 Food Vendor: \$40

Nonprofit 501(c)(3) - \$20 – enter 501 (c)(3) number \_\_\_\_\_

**PLEASE NOTE:**

• \*\* Vendors selling or providing food will need to meet the El Dorado County temporary food facility, food handling and food booth requirements for special events. Please download a form from the website: [www.edcgov.us/Government/EMD/Administration/Forms.aspx](http://www.edcgov.us/Government/EMD/Administration/Forms.aspx) - special event form – this needs to be completed with appropriate payment (payable to El Dorado Environmental Management Department) and be included with this application – **if this is not a part of the application for the event your name will not be placed on the Special Event coordinators application and you will not be allowed in the show.** Information about El Dorado Environmental Health for special event food facility permit application on second page.

- There is limited space available so vendors will be processed on a first-come, first-served basis.
- For non-canopied booths there is a limited amount of shade – please prepare accordingly.
- **Electricity is limited to Food Vendors.**
- *All booths MUST be paid for at the time of registration.*

**VENDOR INFORMATION**

CONTACT NAME: \_\_\_\_\_ PHONE: (    ) \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/ZIP: \_\_\_\_\_

Business License #: \_\_\_\_\_ Food permit #: \_\_\_\_\_

EMAIL (required) \_\_\_\_\_

DESCRIPTION OF ITEMS FOR SALE \_\_\_\_\_

DISPLAY SET-UP (Be specific, i.e.; tables, EZ-up, trailer, etc.) AND SIZE: \_\_\_\_\_  
(Please attached sheet if needed.)

BOOTH OPERATED BY WHAT TYPE OF POWER? \_\_\_\_\_ MAKE OR MODEL OF

GENERATOR IF BRINGING: \_\_\_\_\_ (MUST BE SILENT GENERATOR). PLEASE LIST APPLIANCES

USING POWER: \_\_\_\_\_ NO MICROWAVE OVENS.

HOW DID YOU HEAR ABOUT THE EVENT? \_\_\_\_\_

I would like to donate a prize for the raffle or silent auction: Yes No – If Yes please specify \_\_\_\_\_

**Full Payment is due with application – please make Checks payable to: Cameron Park CSD – if paying by credit card – please fax in form (530) 677-2201; then call (530) 677-2231**

Amount \$: \_\_\_\_\_ POWER FEE \_\_\_\_\_ \$20

\_\_\_\_\_  
Date: \_\_\_\_\_

Signature (required)

Please read AND SIGN the attached Booth Policies. I have read the terms and conditions of this contract and the refund policy. I understand and agree to the conditions of this contract.

*This contract with full payment and a self-addressed, stamped envelope, must be signed and returned to the DISTRICT by or prior to July 23, 2016, to secure a space.*

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## BOOTH POLICIES

**Limited shade so please prepare accordingly.** Each space will be clearly identified by the vendor's name or business. There will be a map to show booth locations available at the front gate when arriving the day of the event, as well as one mailed to you once the space has been determined.

VENDORS will be allowed to enter the park at **7:30 am**. The VENDOR agrees to have their booth set-up COMPLETED by **9:00 AM**. The vendor's vehicle needs to be parked in the vendor parking lot. The VENDOR also agrees to keep his/her display set up until the end of the scheduled event day **2:00pm** at which time booths will need to be taken down/cleaned-up, vehicles will **not be** allowed in upper parking lot till **2:30pm**.

RENTAL CHARGE - The VENDOR agrees to pay the DISTRICT the prescribed amount indicated in the registration form of this agreement. Those charges will be applied upon the execution of this agreement. In the event the VENDOR must cancel his/her appearance for any reason less than 30 days prior to the scheduled date of the event all monies pursuant to the contract will be retained by the DISTRICT. Cancellation fee is \$20.

ETHICS - The DISTRICT seeks to operate an ethical event that will inspire confidence of all involved customer and Vendor alike. The DISTRICT reserves the right to approve all installations, exhibits, and merchandise, and further reserves the right to require removal from the event any and all items deemed to be in poor taste, unsuitable or inferior quality.

LIABILITY - The VENDOR does hereby release the CAMERON PARK COMMUNITY SERVICES DISTRICT its Vendors, volunteers and outside contractors, of liability in connection with any damage to VENDORS person and/or anyone operating VENDORS space, merchandise and/or personal property due to fire, theft, breakage, acts of God, or any kind of public disorder or disturbance during the day of the event.

Please Initial \_\_\_\_\_

SPACE MAINTENANCE - At all times the VENDOR will confine his/her display of items - be it merchandise, food, pamphlets, etc. within the area of his/her space marked. At all time the VENDOR is responsible for proper disposal of trash or waste. At the end of the event hours all trash, cartons, paper, etc. will be placed in designated dumpsters. No dogs/pets are allowed in the VENDORS space or in the park grounds.

SELLER'S PERMIT – All Vendors must have a valid California Seller's Permit or resale number. This needs to be posted at the booth. The Seller's Permit is easy to get, and it's free. Temporary one-day or regular permit is accepted. Please direct seller's permit questions to your nearest Board of Equalization (800-432-2829). **All applications not listing a seller's permit number will be returned.**

\*\*\*\* FOOD HANDLERS PERMIT: **All vendors selling or providing food must have a valid special event food facility permit** issued from the **County of El Dorado**. Name, address and phone numbers of all accepted food vendors and the types of food proposed to be sold will be sent to the Cameron Park CSD with the correct paperwork downloaded from the EDCEMD website – **fees paid to EDCEMD will need to be included with documents with this application. If this information is not submitted with the application then you will not be allowed into the event.** The Health Department will answer any questions regarding the Special Event Food Handlers Permit and requirements necessary to participate as a food vendor in the Summer Spectacular Show. Phone calls should be directed to the El Dorado County Environmental Management Department at (530) 621-5300.

I have read the terms and conditions of this Booth Policy. I understand and agree to the conditions of this contract.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_