



# Vendor Application

## 4<sup>th</sup> of July Fireworks Spectacular

### July 4, 2016



Please submit this **fully completed** application by Friday, **May 27, 2016** along with the payment made payable to City of Los Alamitos. Booths will be selected on a first come first serve basis. **No refunds for inclement weather.**

Company/Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

I, the undersigned, represent the listed organization and do hereby agree to contribute the agreed upon dollar amount and to participate in the aforementioned activity and further agree to indemnify, defend, and hold harmless the City of Los Alamitos, City of Cypress and Military Department of the State of California and the event sponsors or any other individuals or organizations associated with the above, and any of their officers, agents, or employees from any liability, claim, or action for damages resulting from or in any way arising out of, or in any way connected with participation in this activity. I further agree to abide by and enforce the rules and regulations of the City of Los Alamitos, City of Cypress and Military Department of the State of California. My booth may be shut down by event officials at anytime if they deem my product or marketing supplies to be unsuitable for the event participants or if they will cause damage or problems to the Joint Forces Training Base. I hereby certify that, on behalf of our organization, we shall be personally responsible for any damage or unnecessary abuse of booth, grounds, or equipment by our organization.

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

## Vendor Information

\$250 - Vendor includes 10' x 15'. No canopy or additional equipment included for \$250 space.

\*\*If you plan on bringing a static display, please list here: \_\_\_\_\_

Please provide items to be sold and pricing for each item: \_\_\_\_\_

\*All items intended for sale and listed on this application will be subject to approval by the 4<sup>th</sup> of July Fireworks Committee and any additional items not listed will not be allowed.

Please list what additional equipment you will be bringing or renting for the event (i.e. tables, chairs, canopies, lights, etc.)

### Power Sources

You are required to provide your own generators. We will NOT provide any electricity.

Please list what source you will be bringing for your booth: \_\_\_\_\_

## Payment Information

Pay by check, money order, cash, MasterCard or Visa ONLY, payable to the City of Los Alamitos.

Print Name: \_\_\_\_\_

Method of Payment (check one):  Cash  Money Order # \_\_\_\_\_  Check # \_\_\_\_\_  MasterCard  Visa

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp. Date: \_\_\_\_ / \_\_\_\_

Signature for Credit Card: \_\_\_\_\_ Date: \_\_\_\_\_

Please read, complete, sign, and send the form with payment to: City of Los Alamitos 4<sup>th</sup> of July Food Vendor, 10911 Oak Street, Los Alamitos, CA 90720 Phone: (562) 430-1073 ext 511 Fax: (562) 594-9657 Email: [mshimada@cityoflosalamitos.org](mailto:mshimada@cityoflosalamitos.org) or [aolveda@cityoflosalamitos.org](mailto:aolveda@cityoflosalamitos.org)

# Vendor Policies

## 4<sup>th</sup> of July Fireworks Spectacular

### July 4, 2016

1. Registration for a vendor booth in the Patriot's court will be conducted through walk in, mail-in and faxed registration only. **Applications must be postmarked by Friday, May 27, 2016.** Applications are processed in order of being received. Mail all applications to: City of Los Alamitos, Attn: Megan Shimada, 10911 Oak Street, Los Alamitos, CA 90720.
2. \$250 per booth \*includes 2 parking passes in vendor parking lot
3. Booths spaces are 10' x 15'. If additional space is needed please notify us and we will do our best to accommodate the space needed.
4. Vendors will be expected to fulfill their commitment on Monday, July 4 from **3:30 p.m. - 9:30 p.m.** No refunds will be granted if you do not show up.
5. Setup time begins at 12:00 noon and vendors **MUST BE READY TO SELL by 3:30 p.m.** or earlier. Cleanup is from 9:30-11:00 p.m. Adherence to this requested time frame will be considered when awarding booths for the 2017 4<sup>th</sup> of July Fireworks Spectacular.
6. The 4<sup>th</sup> of July Fireworks Committee reserves the right to approve those groups and items that are best suited for the event. Also, location of booth space will be made at the discretion of the Committee. Because of aisle clearance requirements between booths and emergency vehicle lanes, vendors will not be allowed to extend their booth beyond the allotted space.
7. **A Certificate of Liability Insurance and Additional Insured Specific Endorsement naming the certificate holders must be submitted by June 12<sup>th</sup>, for the following certificate holders: City of Los Alamitos (10911 Oak St., Los Alamitos, CA 90720), City of Cypress (5275 Orange Ave., Cypress, CA 90630), Military Department of the State of California (11200 Lexington Dr., Los Alamitos, CA 90720) City of Seal Beach (211 8<sup>th</sup> St. Seal Beach, CA 90740) The Community of Rossmoor (3232 Hedwig Rd. Rossmoor, CA 90720).**Vendors will be responsible for obtaining this on their own.
8. Confirmations of Vendors will be sent out the week of June 13, 2016 via email. Included will be another copy of the rules and regulations, set-up times and booth locations. Once you receive this confirmation, please reply confirming you received it.
9. Vendor booths are granted contingent upon the condition that all rules and regulations established City of Los Alamitos, Cypress, Seal Beach, Community of Rossmoor, and Military Department of the State of California, and Joint Forces Training Base Fire Departments will be observed.
10. The vendor shall accept full responsibility for any breakage or damage to City or Military properties or equipment.
11. The vendor shall accept full responsibility for the conduct of those in the using the booth spaces. Vendor must leave the booth and immediate area in a clean and orderly condition. Each booth must be supervised by at least two adults at all times.
12. No alcohol, dogs, firearms, fireworks, motor homes are permitted at the event or on the Joint Forces Training Base.
13. Storage space will not be available prior to or after the event. Vendors are encouraged to bring all supplies necessary for the event, as it will be near impossible to get off and on to the Joint Forces Training Base once the event begins.
14. This vendor booth may be revoked for failure to observe the regulations, improper conduct, or when cancellation is necessary for other reasons deemed by the City of Los Alamitos, Cypress, Seal Beach, Community of Rossmoor, and Military Department of the State of California, Orange County Health and Joint Forces Training Base Fire Departments.
15. There will be no refunds for the vendor booths for any reason other than the event is cancelled or other circumstances deemed worthy of a refund by the cities of Los Alamitos and Cypress.
16. All rules and regulations of the City of Los Alamitos, Cypress, Seal Beach, Community of Rossmoor, and Military Department of the State of California, Orange County Health and Joint Forces Training Base Fire Departments must be followed.
17. Vendors are not allowed to sell/promote their items outside of their booth
18. Vehicles will be able to drop off equipment between 12noon-3:00pm.  
**After 3:00pm vehicles must be parked in the vendor lot.**