

# Pine strEATs Grant Application

September 13, 2025



The City of Los Alamitos Economic Development Division is offering Los Alamitos based businesses a grant opportunity up to \$5,000 for participation in Pine strEATs as part of Celebrate Los Al. The grant will cover all event related personnel and supply costs, including marketing expenses to help promote their business at the event. The objective is to encourage residents to sample each of the participating businesses' selected food items and showcase some of the hidden gems in Los Alamitos for all in attendance.

**Applications will be accepted beginning Monday, July 21<sup>st</sup> at 8:00 a.m. through Thursday, September 4<sup>th</sup> by 5:00 p.m.**

## APPLICANT/BUSINESS OWNER

Name of Applicant \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

## BUSINESS

Name of Business \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Business Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Website \_\_\_\_\_

## EXHIBITOR REQUIREMENTS

Exhibitor is required to operate throughout the entire program of the event which will consist of arrival/set up time beginning at 2:00 p.m., ready for business from 4:30p.m. through 8:30p.m., tear down from 8:30p.m. through 10:00p.m. Booths are limited. Exhibitors may not sell any items at any time during the event. Must be a permanent establishment in the city of Los Alamitos with an active Business License and under five main categorical restaurant types: quick service, fast casual, catering, casual dining, and fine dining. Exhibitor is strongly encouraged to bring flyers, menus, coupons, awards, business cards, banners, and pictures which may help attendees decide to visit their restaurant after the event. You must have an active City of Los Alamitos Business License and clear of any active code violations.

## BOOTH SPACE

Basic fee includes one (1) 10' x 10' private canopy with lights, one (1) 6' table, table linen, and two (2) chairs. If an additional 6' table is needed you must request by September 4th, 2025 in writing, via email to [tpohl@cityoflosalamitos.org](mailto:tpohl@cityoflosalamitos.org). Additional equipment will not be provided the day of the event.

Exhibitor will be provided with a map and booth number prior to the event date. The space contracted for is to be

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used solely for the name that appears on the application and it is agreed that no portion will be sublet or used by any other organization or business. Exhibitors and their exhibits are limited to their assigned booth space. Marketing displays and material cannot block or interfere with booth space of other Exhibitors.

Exhibitor agrees to indemnify, defend and hold harmless the City of Los Alamitos from any liability that arises as a result of operation of said booth. Exhibitor guarantees payment to the City of Los Alamitos for the replacement cost of unreturned and/or damaged rental items.

### **ELECTRICITY**

An electricity outlet is available for a very limited number of booths and is limited to 15 amps only. Electricity must be requested by September 4<sup>th</sup>, 2025. No extensions cords will be provided. All extension cords used must be in safe.

### **SET-UP AND TEAR DOWN**

Pine StrEATs is open to the public from 5:00p.m. – 8:30p.m. Every exhibitor booth must be staffed and operational during the entire duration of this event. Exhibitor will not be allowed to leave before the end of event. Exhibitors will have access to the area starting at 2:00p.m. There will be no early check-in. Carts, hand trucks and dollies are not supplied by the City of Los Alamitos and will not be available for exhibitor use for set-up and tear down. Exhibitor booth must be completely set up and ready to serve the public no later than 4:30p.m.

### **FOOD AND BEVERAGES**

Food exhibitors will need to provide plates, napkins, and utensils. Exhibitors will need to provide staff and table decorations for their space and their selected taste serving menu item(s) in advance for City approval by the application deadline. This is intended to avoid duplicate taste serving menu item(s) by multiple food exhibitors. Exhibitor agrees to provide taste size servings of an item(s) from your menu for approximately 1,000 people. This number is subject to change. A “taste” is defined as a serving of approximately 3 ounces and/or small enough to be placed in one’s mouth whole. Attendees may return for additional servings, but each serving should be no more than a “taste”.

OCFA code regulates tents expose to open flame or other devices emitting flame, fire, or heat or any flammable or combustible liquids, gas, charcoal, or other cooking device or any other unapproved devices shall not be permitted inside or located within 20’ of the tent or membrane structure while open to the public. Food warmers will be permitted in the canopies. If there is a need for a BBQ, grill, hibachi, or other form of cooking on site, the request must be made by September 4, 2025, to provide logistical arrangements. The request is not guaranteed due to limited space.

### **PUBLICITY**

Exhibitor name and/or logo will be included on select event advertising, which may include website, flyers, email blasts, social media advertising, posters, etc. Exhibitors are strongly encouraged to apply early for maximum publicity. The name for advertising will be what was completed on the application and the City will not be responsible for producing replacement advertising materials.

### **REIMBURSEMENT PROCESS**

To receive reimbursement, submit itemized sales reports or receipts between July 21 and October 15, 2025. Up to three reimbursements may be issued during this period.

Labor expenses must include a breakdown of hours and employment verification using the City’s template. Incomplete documentation may result in denial.

Checks will be mailed to the name and address listed on the application. Please allow up to four weeks for processing from the date of submission.

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### ACKNOWLEDGMENT, AGREEMENT AND CERTIFICATION

Acknowledgment: I/We understand that this grant is being provided by the City of Los Alamitos based solely upon the information that I/we have provided in this application. I am also verifying that there are no outstanding tax liens or legal judgments against the business.

By signing below, I/we certify that the above information and statements are true and correct to the best of my/our knowledge. I/we understand that a false statement may disqualify me/us from benefits.

Owner Signature \_\_\_\_\_ Co-Owner Signature \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_