



RIO VISTA BASS DERBY & FESTIVAL October 11, 12 & 13, 2024

COMMERCIAL RETAIL VENDOR - Checklist

Welcome to the **Rio Vista Bass Derby and Festival** application process. This check list will provide you with all the necessary information you need to make the application process as simple as possible.

To apply for a space, send in the following by Sept. 15TH

_____ Completed application.

_____ A copy of our rules signed by you or your authorized representative.

_____ **Pictures** of your booth and all items for sale (referral to a web site not acceptable).

_____ Booth fees – listed on attached page

_____ City of Rio Vista Business License. License fee is included in your space fee.

Do you currently have a City of Rio Vista Business License? _____ Yes _____ No

If "Yes", what is the permit number? _____

_____ California Resale Certificate, State of California Board of Equalization www.boe.ca.gov

Double check your application and this checklist to ensure that all items are included.

We will not accept incomplete applications.

Please return all items by Sept. 15TH to:

Rio Vista Chamber of Commerce
33 N. 2nd Street
Rio Vista, CA 94571

Late applications will be considered, but **no applications will be accepted after Oct. 1st.**

You will receive a confirmation of your acceptance into our event within two weeks of our receipt of ALL items in your application. Space assignments will be e-mailed one week before the event with a map and instructions. Space assignments will not be finalized until ALL documents and fees are received.

We look forward to seeing you at the Rio Vista Bass Derby & Festival,

Questions: Beth Brockhouse, Vendor Coordinator
Phone: (707)374-0613 Email: bassfestvendors@yahoo.com



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COMMERCIAL RETAIL VENDOR – Fees and Application

	<u>Chamber Member</u>	<u>Non-Member</u>
Booth Fee received by July 31 st	\$ 425	\$ 450
Received after August 1 st	\$ 475	\$ 500

- **Fee includes 10 x 10 space, fire inspection fee, and city business license fee.**
- Fee DOES NOT include electrical power. **ELECTRICAL IS NOT AVAILABLE**
- **You can bring your own power - generator not over 60 decibels.**

PLEASE PRINT:

Name of Business: _____

Address: _____

City, State, Zip: _____

Phone: (____) _____ Emergency Number during event: (____) _____

Email address: _____

List all items to be sold, with photos. You will only be allowed to sell items you have registered with us. If there are duplications with other vendors, we reserve the right to limit the items vendors sell. Attach a separate list if needed.

Attach a current photograph of your booth. Pictures are not returnable.

The Rio Vista Bass Derby and Festival, its staff, sponsoring organizations, and the Rio Vista Chamber of Commerce will not be responsible for losses of any kind due to fire, theft, physical violence, elements of nature or any other cause, however originating. The Bass Derby and Festival will provide security for the event. However, participants are responsible for their own merchandise and equipment, its protection and insurance. There will be no refund of fees paid for ANY reason. The Rio Vista Chamber of Commerce and the Rio Vista Bass Derby and Festival reserve the right to restrict certain items sold at booths.

Signature of Vendor: _____ Date: _____

Rio Vista Bass Derby & Festival

COMMERCIAL RETAIL VENDOR - Rules and Regulations

Sign a copy of this page and include with your application.

1. Selling space ONLY is provided. You will be responsible for furnishing your own tables, displays, covers and electrical needs
2. **Booth fee is for a 10 ft. x 10 ft. space only.**
3. Selling times: Friday - Upon completion of set-up to 7:00 PM
Saturday 10:00 AM to 7:00 PM
Sunday 11:00 AM to 4:00 PM

Booths must stay open until at least 7:00 PM on Friday and Saturday

4. Hawking, (yelling at and to customers to come and buy your product), will not be tolerated and will be subject to police enforcement. Vendors must stay with their display booths at all times. Absolutely NO sales outside of your selling space. Any vendors selling products outside of their assigned space will be immediately ejected from the event with no return of fees.
5. The following items are prohibited at our event: KNIVES, FIREARMS, marshmallow shooters, water guns / implements of any kind squirting liquids, stink bombs, silly string, snaps/poppers. Any items that the committee or the Rio Vista Police Department feels are illegal or associated with illegal actions can cause immediate shut down of your booth. Any vendor selling products of this nature, mentioned above, will be immediately ejected from the event with no refund of fees.
6. At daily closing, (Friday and Saturday evening) all merchandise must be contained within your booth and covered. There will be after-hours security. Booth must be secured to withstand the weather including wind.
7. The Bass Derby & Festival will be held come rain, wind or shine. Rio Vista can be very windy. PLEASE BE PREPARED. No refunds due to weather.
8. Please keep your selling area neat, clean and well organized at all times. Dumpsters will be provided. Hand washing facilities will be available, but food vendors must have washing capabilities in their booth. Food vendors must have proper refrigeration – the Solano County Health Department inspector has the right to shut down a booth for any reason they deem appropriate with no refunds, no exceptions.
9. Check must be made out to the Rio Vista Bass Derby & Festival. To pay by credit card, notify us via email or phone, and we will send you an invoice that you can pay online. **After September 25th, all payments must be made in cash or credit card only!**
10. No application will be finalized until all required items are received by Rio Vista Bass Derby & Festival.
11. There will be NO REFUNDS of any kind for any reason.
12. The Rio Vista Chamber of Commerce and/or the Bass Festival committee are not responsible for any loss, theft or damage to any of your merchandise and/or booth.
13. All applications will be accepted on a first come/first served basis. We reserve the right to limit the number of vendors selling similar products or to refuse a vendor space.
14. We love animals, but **PETS ARE NOT ALLOWED** at the festival.
15. All vendors will be assigned a space number upon acceptance of your completed application. No space reassignments are allowed. NO EXCEPTIONS! Space assignment is made based on a first come/first served basis. If you have a space preference, let us know when your application is submitted, but there are no guarantees. No promises will be made by phone.

Please direct all correspondence to: Rio Vista Bass Festival Vendor Chair
33 N 2nd Street, Rio Vista, CA 94571
Phone: 707-374-2700; fax 707-374-2424

I have read and agree to abide by the above stated rules.

Authorized Signature: _____

Date: _____

Printed Name: _____