



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

**COMMERCIAL FOOD 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.

1	Completed Application
2	Signed Rules, see attached. Please do not ignore this page!
3	A complete, detailed list of items for sale. <b>We try to not duplicate types of food.</b>
4	Booth fees, + electrical fees if needed
5	“ <b>Cleaning Deposit</b> ” check for <b>\$100</b> written to the “Rio Vista Chamber of Commerce” and mailed to: 33 N. 2 <sup>nd</sup> Street, Rio Vista, CA 94571. Your check will be returned to you at the end of the festival after a clean site inspection.
6	Certificate of Liability Insurance (\$1,000,000) with certificate holder: <u>Rio Vista Chamber of Commerce, City of Rio Vista, and Rio Vista Bass Derby &amp; Festival.</u>
7	City of Rio Vista Business License - The license fee is included in your booth fee. Do you currently have a City of Rio Vista Business License? ___Yes ___No If “Yes”, what is the permit number? _____ Expiration date: _____
8	California Resale Certificate, State of California Board of Equalization. <a href="http://www.boe.ca.gov">www.boe.ca.gov</a>
9	Solano County Food Vendor Permit is required. It is your responsibility to submit all forms and payment directly to Solano County as noted below.

Solano County requires a Food Vendor Application plus a fee **due 30 days before event.**  
 Solano County personnel will be on site Friday to review a checklist of requirements before the festival opens.

Submit Food Vendor Permit Application and payment directly to:

**Solano Co. Dept. of Resource Management**  
 675 Texas St., Suite 5500, Fairfield, CA 94533  
<https://aca-prod.accela.com/SOLANOCO/Default.aspx>

Late applications will be considered, but **NO APPLICATIONS WILL BE ACCEPTED AFTER OCT. 1ST.**

You will receive a confirmation of acceptance to the festival within two weeks of 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  
 (707)374-0613 Email: [bassfestvendors@yahoo.com](mailto:bassfestvendors@yahoo.com)

Rio Vista Chamber of Commerce  
 33 N. 2<sup>nd</sup> Street  
 Rio Vista, CA 94571  
 707-374-2700



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**COMMERCIAL FOOD VENDOR – Fees & Application**

**Please CIRCLE ALL FEES that apply to this application.**

	10x10 space only Vendor provides approved tent/trailer		10x10 space with Approved booth/tent provided	
	Chamber Member	Non-Member	Chamber Member	Non-Member
Booth fee rec'd by May 31st	<b>\$500</b>	<b>\$550</b>	<b>\$750</b>	<b>\$800</b>
Booth fee rec'd after Jun 1st	<b>\$550</b>	<b>\$600</b>	<b>\$800</b>	<b>\$850</b>

If Electrical hookup is needed ADD THE ELECTRICAL SURCHARGE OF:   **\$100 FOR 110V**   **\$200 FOR 220V**

**Selling space is 10 ft. x 10 ft. TRUCKS or TRAILERS OVER 10 FT. (including hitch) MUST PURCHASE ADDITIONAL SPACE FOR \$250. No exceptions. There must be room to allow you to back your trailer into the space.**

**Total of all fees for this application: \_\_\_\_\_**

- **Type of food booth:**      Tent      Trailer      Truck      Trailer or Truck **measurements:** \_\_\_\_\_
- Tents, food trailers or trucks must be Solano County Department of Health approved. Storebought tents are not OK.
- Fee includes fire inspection fee, and city business license fee. Electrical is not included
- Generators may be used but must be quiet and manufacturer listed at under 60 decibels.

PLEASE PRINT

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

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

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

Phone: (\_\_\_\_) \_\_\_\_\_ Emergency # during event (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

Food to be sold – COMPLETE DETAILED LIST. You will only be allowed to sell items listed below. If there are duplications with other vendors, we reserve the right to limit the items vendors sell.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List ALL electrical appliances that will be used (be specific and complete).

\_\_\_\_\_

If you have large power needs, bring your own generator, (not over 60 decibels). Back-up generators are suggested!

The Rio Vista Bass Derby & 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 & 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 & Festival reserve the right to restrict certain items sold at booths.

Signature of Vendor: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

**Vendor Signs must not impede traffic in the roadway.**

# Rio Vista Bass Derby & Festival

## COMMERCIAL FOOD 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 (extension cords, electrical pigtails and water hoses).
2. Booth fee is for a 10 ft x 10 ft. space only. If you need more than one space, please remit the appropriate fees.
3. FOOD VENDORS WITH FOOD WAGONS MUST ARRIVE BY 11:00 am Friday to allow for easier set-up.
4. Selling times: Friday - Upon completion of set-up to 9:30 PM  
Saturday 10:00 AM to 9:30 PM  
Sunday 11:00 AM to 4:00 PM

### **Booths must stay open until at least 9:30 PM on Friday and Saturday**

5. Hawking, (yelling at 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.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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!**
11. **No application will be finalized until all required items are received by Rio Vista Bass Derby & Festival.**
12. There will be NO REFUNDS of any kind for any reason.
13. 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.
14. 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.
15. We love animals, but PETS ARE NOT ALLOWED at the festival.
16. 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.
17. Please direct all correspondence to:  
Rio Vista Bass Festival Vendor Chair  
33 N. 2<sup>nd</sup> 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: \_\_\_\_\_