



June 14, 2016

To: Prospective Vendors

The City of Oakley, in partnership with Les Schwab Tires of Oakley will be hosting the 2nd Annual Main Car Show on July 23, 2016 at Civic Center Plaza. We are inviting arts & craft and retail vendors to participate. Please see details below.

Main Street Car Show Event Information

Date and time: Saturday, July 23 10am – 2pm

Location: Civic Center Plaza, 3231 Main Street, Oakley

Projected Attendance: 400+

Vendor spaces available: 10 - 12

Space size and information: Vendor spaces are 10' x 10'. Limited electricity is available for an additional fee (see below). Tents, tables and chairs will not be provided by the City of Oakley. Vendors are responsible for bringing these items.

Vendor categories: arts & crafts, retail (No food vendors at this event)

Vendor booth fee: \$40

Electricity (optional): \$20

Make checks payable to: **City of Oakley**

Mail or drop off application and fees to:

City of Oakley
3231 Main Street
Oakley, CA 94561
Attn: Cindy Coelho



Main Street Car Show **Vendor Application**

Applications will be reviewed on a first-come, first-serve basis. Completion and submission of this application does not guarantee a reserved space at the event. Vendors will be notified by phone or e-mail of acceptance. Full payment is required to reserve a vendor spot. The deadline to apply is June 30 or until spaces are full, whichever comes first.

Name of Business: _____

Name of Owner: _____

Address: _____

Phone: _____ **Cell phone:** _____

Email: _____

Required - valid, current California sellers permit # _____
OR completed BOE-410 if applicable

If the owner will not be present, please indicate the name and contact information of the representative who will be attending.

Representative name: _____ **Contact info:** _____

Number of (10' x 10') spaces requested: _____

Electricity requested: _____
(Access to electricity is to one 110amp outlet)

Please list the following: Goods to be sold or given away, booth activities, raffles. The City of Oakley reserves the right to prohibit any items not listed and items that are not approved.



Main Street Car Show Rules and Requirements

1. This event will take place, RAIN OR SHINE.
2. Setup time is 8:00 – 9:30am on July 23. All booths will be located on the lawn. Vendor vehicles must be off-loaded and immediately parked in a designated parking spot.
3. Vendors will be required to keep their booth open until the end of the event at 2pm.
4. Vendor booth cancellations must be made by June 30 in order to receive a refund. No refunds will be granted after this date.
5. Vendors must list all items to be sold or given away on the Vendor Booth Application. Sales of pornographic materials, weapons, drugs or fireworks are prohibited. The Vendor Booth Coordinator has final approval of all items for sale or distribution.
6. The event organizer (City of Oakley staff) will assign spaces for all vendors.
7. The City of Oakley is not responsible for a vendor's financial success at the event.
8. Tables, chairs, tents, canopies and extension cords are not provided by the City of Oakley. Vendors are solely responsible for these items..
9. NO ALCOHOL is permitted at the event.

NOTE: ALL booths will be subject to inspection by the East Contra Costa Fire Protection District. If you have any questions regarding regulations, you may contact the Fire District at (925) 634-3400.



A waiver form is required for all vendor booth representatives. Only those with a completed waiver on file will be permitted on site.

Main Street Car Show Waiver

This waiver, Release and Indemnity Agreement is intended to discharge in advance the City of Oakley, its officers, employees, volunteers and agents from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is further agreed that this Waiver, Release and Indemnity Agreement is to be binding on my heirs and assignees. I agree to assume the full risk of any injuries, damages or loss that I may sustain as a result of participating in any and all activities connected with or associated with each activity. I additionally agree to indemnify the City against any claims or rights of action for damages which I may incur. I further agree that certain marketable information may be used in accordance with State Laws and regulations. Such items include e-mail addresses, photos and press releases that include statements made by me in publication of said activities. In the event of any emergency, I authorize City Officials to secure from any licensed hospital, physician, and/or medical personnel any treatment deemed necessary for my emergency care if it be deemed to sustain life. I also agree that I will be responsible for payment of any and all medical services rendered.

I have read, understand and agree with the above conditions and guidelines.

Vendor Signature: _____