



Vendor Types & Pricing

1. **ART & CRAFT VENDOR** - \$350 (This includes a \$100 non-refundable deposit)

Early Bird Registration (prior to Oct 15th): \$300 (This includes a \$100 non-refundable deposit)

You *must* bring your 10x10 tent / Power is not included and can be purchased on Page 4 if needed

2. **NON-FOOD VENDOR** – \$500 (this includes a \$100 non-refundable deposit)

Early Bird Registration (prior to Oct 15th): \$425 (this includes a non-refundable deposit)

You *must* bring (1) 10x10 tent / Power is not included and can be purchased on Page 4 if needed

3. **NON-FOOD VENDOR (SPECIAL CATEGORY)** - \$1,000(prior to Oct 15th): \$925 (this includes a \$100 non- refundable deposit)

LIMITED AMOUNTS OF ACCEPTED VENDORS FOR EACH OF THE FOLLOWING CATEGORIES

WILL BE ACCEPTED: SOLAR/TIMESHARE/INSURANCE/OTHERS

You *must* bring a (1) 10x10 tent / Power is not included and can be purchased on Page 4 if needed

Contact katie@lamesavillageassociation.org if you would like to discuss exclusivity in the category.

4. **FOOD VENDOR** - \$700 (this includes a \$100 non-refundable deposit)

Early Bird Registration (prior to Oct 15st): \$625 (this includes a \$100 non-refundable deposit)

You *must* bring your own (1) 10x10 tent with health department approved walling plus an additional 5ft of grill space (if needed) / Power is not included and can be purchased on Page 4 if needed

5. **FOOD TRUCK**

Please contact katie@lamesavillageassociation.org directly to discuss pricing.

The City of La Mesa requires that all vendors at the La Mesa Oktoberfest pay a \$20 fee for a City Business License. Please include this fee payment with your vendor fee payment if you do not have a La Mesa Business License.

- The City Business License fee is reduced to \$5 for non-profits with valid paperwork.

Booth fees are due upon application submission. Your booth is not reserved until full payment is made.

The event organizers maintain the right to review all applications, decline any vendors that are not fitting for the event and/or modify the vendor category they fall into.

****Corporate Sponsors should contact [katie@lamesavillageassociation](mailto:katie@lamesavillageassociation.org) to discuss opportunities.****

Terms & Conditions for all Vendors

1. Booth location to be determined by La Mesa Village Association, Event Director, Katie Halvin.
 2. Check in time begins Saturday, December 9th at 7:00 AM and Vendors must be completely set up by 9:30 AM for the Fire Marshall inspection.
 3. Vendors are required to be open for all event hours as stated on the top of this application. **CLOSING BEFORE THE END OF EVENT OR STAYING OPEN AFTER EVENT IS STRICTLY PROHIBITED AND IS GROUNDS FOR EXCLUSION FROM PARTICIPATION AT FUTURE EVENTS.**
- All Vendors must provide their own booth free from tears and in good working order. No logos other than business logos are permissible.
5. All business and other activity, for which the Vendor has rented space, must be conducted within the designated booth space only! No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival grounds. Vendors are required to conduct business within the perimeter of their 10x10 space. No product, equipment or activities are permitted outside their footprint. Extra space may be purchased in advance.
 6. Vendors must post prices in a legible manner and in a visible space within their booth.
 7. The sale of alcoholic beverages of any kind is strictly prohibited.
 8. Vendors must provide trash receptacles for waste generated by their booth. Improper trash disposal is grounds for exclusion from participation at future events.

9. Vendors are required to obtain and display all necessary permits and / or licenses. La

Mesa Village Association are not liable and will not refund any fees or deposits.

10. Each Vendor will be responsible for all of his / her own merchandise or equipment. La Mesa Village Association will not be liable for any lost, stolen or misplaced merchandise or equipment at the event.

11. POWER: Power is not provided unless purchased in advance on Page 4 of this application. Per City regulations, vendors are not permitted to supply their own power. All power must be ordered and purchased through the event.

12. REFUNDS: Booth fees are NON-REFUNDABLE. Refunds will not be issued regardless of booth placement, sales or competing vendor. The event is Rain or Shine. No exceptions. Additional Terms & Conditions for Food Vendors & Food Trucks

Additional Terms and Conditions

1. All food Vendors must meet and follow all County of San Diego Health Department and Fire Department Guidelines.

2. Vendors must obtain a County of San Diego Health Permit (call 858.505.6690).

3. All food items must be stored inside the allotted space, covered and off the ground.

4. San Diego Health Department requires that vendors provide appropriate cleaning materials as well as a hand-washing setup. Running water is not provided on the grounds of the event.

5. Containers of butane or fuel must be affixed to a post or other secure item.

6. All food Vendors must observe all terms and conditions as listed elsewhere in this application.

EVENT SCHEDULE FOR VENDORS

Event Check In: Palm Ave & Allison, La Mesa, CA. 91942

Event Location: The Village, La Mesa, CA. 91942

Event Date: Saturday, December 9 – Sunday, December 10, 2017

Event Time: Saturday 10 AM – 9 PM Sunday 10 AM – 6 PM

Set-up

Date: Saturday, December 9, 2017

Time: 7:00 a.m. start (must be set up and ready to go by 9:30 a.m. for Fire Marshall inspection).

Please let us know if you think you will need more time. There is an option to come a little early and set up, but you must put in a request to Katie Halvin at Katie@lamesavillageassociation.org, or (619) 458-5966, no later than November 30, 2017.

Please have a No Smoking sign visible in your booth. Food vendors responsible for applicable fire extinguisher.

Please have your business license visible in your booth.

Breakdown Saturday night. Although, we will have security throughout the night each vendor is responsible for their respective booth. Secure your booth and goods as necessary. Return Sunday morning early enough to be open and ready to go by 10:00 AM

All vendors must remain set up until the end of the event Saturday (9:00 p.m.) Sunday (6:00 pm). Each vendor is responsible for securing their booth by Saturday 11:30 pm. Sunday each vendor is responsible for the tear down of their respective space by 7:30 pm. Please ensure all trash is removed from your area.

Upon arrival, please check in at the Vendor Check-In at Palm & Allison Ave Entry Point

Clean up – Leave your area as you found it

For more information, please contact Katie Halvin at Katie@lamesavillageassociation.org or (619) 458-5966.



Holiday in the Village

Vendor Information and Application

Saturday, December 9, 2017, 10:00 AM -10:00 PM

Sunday, December 10, 2017, 10:00 AM - 6:00 PM

La Mesa BLVD

La Mesa, California

Contact: Katie@lamesavillageassociation.org (619) 458-5966

Vendor's/Business Name:	La Mesa Business License no. & expiration date. {Food Vendors Only} Health Permit Number: _____ Expiration Date: _____
Contact Name if different from above:	
Email Address:	
Mailing Address:	
Phone Number:	Website:
Description of product(s) to be sold and cost of goods sold, attached if necessary:	

PHOTO: Please include a photo of your booth set-up with this application. Food Vendors Power (if applicable) amps - \$150 per 20 amp_____

VENDOR TYPE: Vendor Type is subject to review and modification by La Mesa Village Association, Event Director, Katie Halvin.)

Please select one:

Art & Craft Vendor ____ (\$350 (\$300 early) **Non-Food Vendor** ____ (\$500 (\$425 early)

NF Vendor (Special Category) ____ (\$1,000) (\$925 early) **Food Vendor** ____ (\$700) (\$625 early)

Provide Seller's Permit Application if necessary. Permit Attached.	
All items must stay within the designated spaces.	Please stay for entire event
Vendors are responsible for complying with applicable state and city sales tax	
Food, food trucks and game vendors are required to provide proof of insurance	
Vendors must provide their own 10x10 canopy, lighting, tables, chairs and extension cords. Canopies/tents must be in good repair with only vendor specific signage and/or logo visible.	

One Time Credit/Debit Card Payment Authorization Form

Sign and complete this form to authorize the La Mesa Village Association to make a one-time charge to your credit or debit card listed below. By signing this form you give the La Mesa Village Association permission to make a one-time charge on your account for the amount indicated. **No refunds will be permitted.** This is permission for a single transaction only, and does not provide authorization for any additional unrelated charges to your account.

Please complete the information below:

I _____ authorize the La Mesa Village Association
(Print full name)
to charge my credit card, account indicated below, for \$_____ on or after
(Amount)
September 13, 2017 no later than December 13, 2017.

This payment is for

(Description of goods/services)

Billing Address _____

(City, State, Zip)

Phone: _____

Email: _____

—
Account Type: Visa MasterCard AMEX

Cardholder Name _____
(Print name as indicated on credit card)

Account Number _____
Expiration Date _____

CVV (3 digit number on back of Visa/MC, 4 digits on front of AMEX) _____

I SIGNATURE _____ DATE _____

authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.

Payment:

Vendor & Bus. License fees may be paid in cash, check or credit card.

Refundable deposits must 1st be paid by check. Vendor/Bus. License fees and refundable deposits should always be on separate checks. If paying by check, please make check payable to the La Mesa Village Association, and mail it, along with your Sponsorship Form, Application and Agreement, Attention Katie Halvin. Mail to 8030 Suite 141 La Mesa Blvd, La Mesa CA 91942.

Booth fees are due upon application submission. Your booth is not reserved until full payment is made.

8130 Allison Avenue • La Mesa, CA 91942
Attn: Business License Section • 619.667.1118

BUSINESS LICENSE APPLICATION

Please Check One →

- NEW APPLICATION
- CHANGE OF OWNER
- CHANGE OF ADDRESS
- CHANGE OF BUSINESS NAME
- HOME OCCUPATION
- OUT OF CITY

Business Name _____

Business Location
(Not P. O. Box)
City _____ State _____ Zip _____

Mailing Address
(if Different)
City _____ State _____ Zip _____

Bus. Phone () _____ **Bus. Fax** () _____

E-Mail Address _____

Enter number of Employees (In-City Businesses Only)

Enter number of Units (Apts. Only)

Will any construction modification be made to the premises? YES NO

FIREARMS SALES:

- New Firearms
- New/Used Firearms (Secondhand Dealer)
- Used Firearms (Secondhand Dealer)

Start Date _____ **Description of Business (please be specific)**
Special Event

Ownership: Corporation Ltd. Liability Corp. Partnership Sole Proprietor Trust

State Lic. No. _____ **License Type** _____ **Expiration Date** _____
Seller's Permit _____ **Federal ID No. (EIN)** _____ **State ID No. (EDD)** _____

ENTER BELOW NAMES OF OWNERS, PARTNERS, OR CORPORATE OFFICERS - USE ADDITIONAL SHEETS AS NECESSARY:

Owner Name _____ **Title** _____ **Phone** () _____
Home Address _____ **Cell Phone** () _____
City _____ State _____ Zip _____

Social Security No. _____ **Driver's License No.** _____

Owner Name _____ **Title** _____ **Phone** () _____
Home Address _____ **Cell Phone** () _____
City _____ State _____ Zip _____

Social Security No. _____ **Driver's License No.** _____

IN CASE OF EMERGENCY, PLEASE CONTACT (IN-CITY BUSINESSES ONLY):

Name _____ **Title** _____ **Phone** () _____
Address _____ **Cell Phone** () _____

ALARM COMPANY, IF APPLICABLE (IN-CITY BUSINESSES ONLY):

Name _____ **Title** _____ **Phone** () _____
Address _____ **License No.** _____

I declare, under penalty of perjury, that the above application is true and correct to the best of my knowledge. I certify that I will operate my business in accordance with all applicable federal, state and city laws and regulations. I further understand that any false statements made above are grounds for denial or revocation of the business license.

Date: _____ **Signature of Owner or Representative:** _____

RETURN ENTIRE APPLICATION FORM TO ABOVE ADDRESS AND MAKE CHECK PAYABLE TO THE CITY OF LA MESA
Thank you for doing business in the City of La Mesa!

LICENSE REVIEWED & APPROVED BY:		* OFFICIAL USE ONLY *	
Police Dept. _____ /		Total Amt. Paid \$ _____	
Building Dept. _____ /		Date Paid _____	<input type="checkbox"/> CASH <input type="checkbox"/> CHECK
Fire Dept. _____ /		Receipt # _____	<input type="checkbox"/> CREDIT CARD
Planning Dept. _____ /			
COMMENTS: _____		Base Fee	\$ 15.00
_____		Employee Fee	\$ _____
_____		Other	\$ _____
_____		Other	\$ 0.00
		TOTAL AMOUNT DUE	\$ 16