

# 2023 Christmas Street Fair & Electric Parade Informational Booth Application

The City of Firebaugh would like to invite all groups to participate in our Annual Christmas Street Fair and Electric Light Parade. **The event will be held on Saturday, December 2, 2023** beginning at 12:00pm and ending at 8:00pm. Vendors can start setting up booths at 10:00am. **There is no fee for an informational booth.** If you would like to participate in this event, please submit an Informational Booth Application, and a signed copy of the City Rules & Regulations. **All forms must be received in our office no later than Friday December 1, 2023.** Please call Olga at (559) 659-5846 if you have any further questions.

I agree to release the City of Firebaugh and their associates from any and all responsibilities for loss, damage, and/or injury to any person or property from my participation in this event.

## RULES:

1. All State laws, City rules & regulations must be followed.
2. Each organization is responsible for supplying the equipment required to conduct business.
3. The City will not be supplying tables, chairs, canopies, or electrical outlets.
4. Area must be cleared and cleaned before leaving the event.

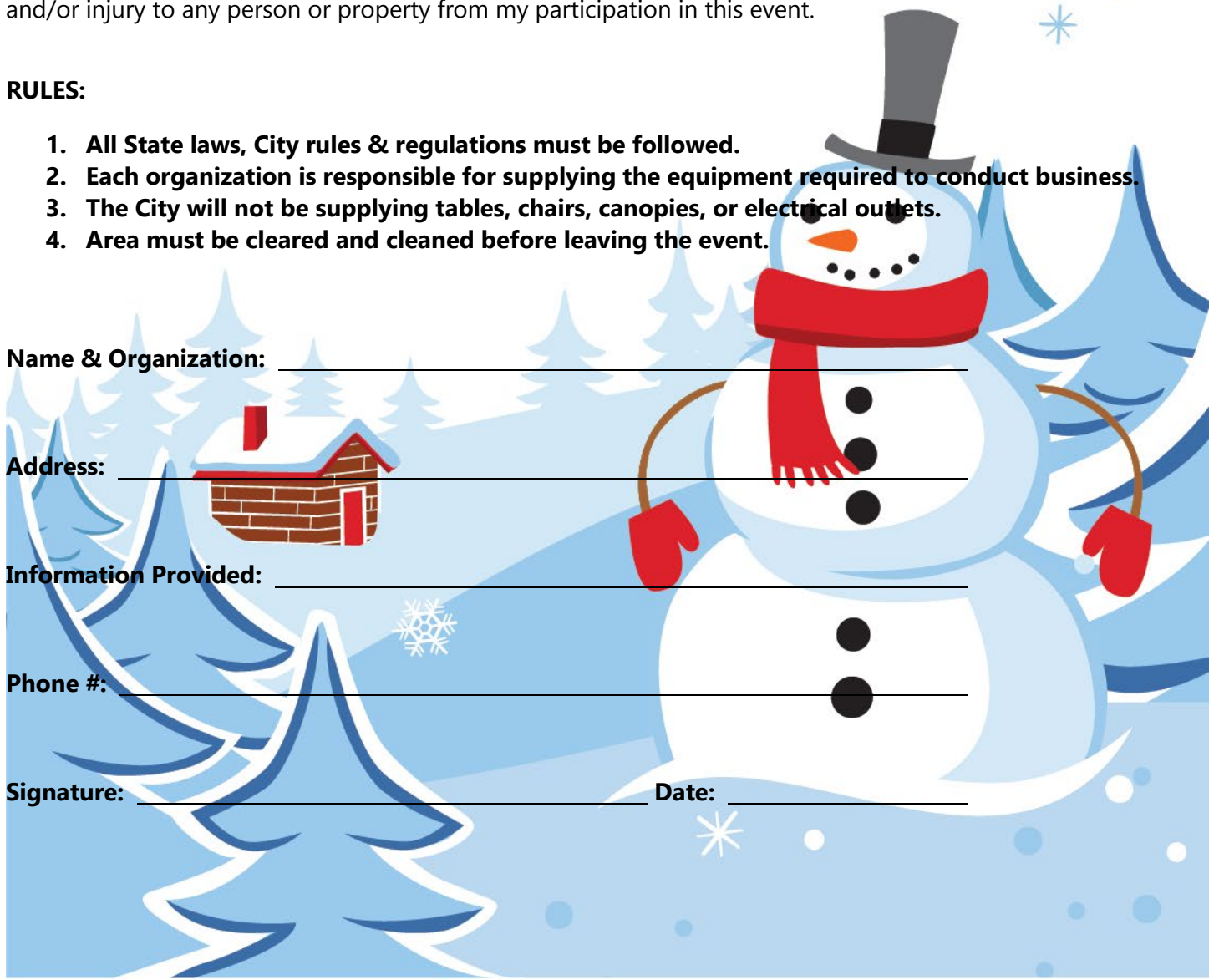
Name & Organization: \_\_\_\_\_

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

Information Provided: \_\_\_\_\_

Phone #: \_\_\_\_\_

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





## City of Firebaugh's Annual Christmas Street Fair & Electric Light Parade Rules & Regulations

### 1. CITY OBLIGATIONS:

#### A. ENFORCE RULES AND REGULATIONS

The city shall enforce the following Rules and Regulations uniformly, consistently, fairly and without bias or favor. The City Manager or designee shall have the authority to interpret the Rules and Regulations and to apply them in an equitable manner in order to obtain generally acceptable conduct and business practices that are in keeping with the applicable State and local laws and regulations.

#### B. ISSUE ADMINISTRATIVE DIRECTIVES TO CLARIFY AND IMPLEMENT THE RULES AND REGULATIONS

The City Manager of designee shall have the authority to issue serially numbered and dated directives that may be needed to clarify these Rules and Regulations to assure their fair and equal application and to resolve any special situations or issues that may arise. Administrative Directives shall be maintained in an appropriate file for the use of City personnel and shall be publicly promulgated if applicable to the Christmas Street Fair Vendors and/or customers.

#### C. PROVIDE AN ATTRACTIVE AND PLEASANT BUSINESS CLIMATE

The Street Fair and Parade shall be maintained in a clean and orderly manner so that honest and ethical business persons will be attracted to the Parade to offer quality goods and services at fair and reasonable prices. The City however, assumes no responsibility for the actions or performances of Vendors, or for the quality or operation of goods offered for sale or which may be purchased.

#### D. MAINTAIN ACCURATE VENDOR LIST

City staff shall maintain a current list of Vendors that have paid. The list shall include name, address, phone number, primary goods offered, booth spaces rented, period for which rents are paid and any and all applicable licenses.

#### E. LAW ENFORCEMENT

Law enforcement shall be provided to the Parade by the Firebaugh Police Department.

2. **GENERAL PROVISIONS:**

A. “VENDOR” SHALL MEAN THE PERSONS IN WHOSE NAME THE PARADE/STREET FAIR BOOTH SPACE IS RENTED

The Vendor is the person whose name is entered in the Christmas Street Fair & Parade records as the tenant of the space rented. All required licenses and permits must be provided at time of registration and must be in the Vendor’s name. Any changes in any information provided at the time of registration shall be promptly reported to the Christmas Street Fair & Parade Coordinator. Vendors or the employee on record must be on the grounds of the Firebaugh’s Christmas Street Fair & Parade at all times that the designed space(s) are occupied.

B. THE VENDOR IS FULLY RESPONSIBLE FOR THE ACTS AND CONDUCT OF ALL EMPLOYEES OR ASSOCIATES INVOLVED IN THE VENDOR’S STREET FAIR & PARADE BUSINESS.

C. REIMBURSEMENT FOR DAMAGES TO CITY PROPERTY

Reimbursement for damages to City property committed by Vendor, Vendor’s employee(s) or associate(s) involved in the Annual Christmas Street Fair & Parade shall be the responsibility of the Vendor.

D. BOOTHS AND SPACES SHALL BE LEFT CLEAN; WASTE SHALL BE REMOVED FROM THE PARADE

Vendors shall be responsible for leaving the rented booths and spaces clean and neat at the end of the day. All Vendors’ waste shall be removed from the Christmas Street Fair & Parade grounds.

E. LOST OR STOLEN PROPERTY

Vendors and customers, not the City, are responsible for the safe keeping of personal property and goods offered for sale. In the event of theft or loss of property, you can contact the Firebaugh Police Department for further assistance at (559) 659-3051.

F. RESERVED BOOTHS AND SPACES SHALL BE OPEN FOR BUSINESS ACCORDING TO THE SPECIFIED TIMES

Please refer to the application for specific times that booths should be ready the day of the Christmas Street Fair & Parade. **Should booths not be ready by specified times, the vendor will not be invited to participated in next year’s parade.** No refunds will be made for unused reserved space(s).

G. SPACE RENTALS

**No Vendor will be allowed to set up their booth until payment has been received.** Any vendor who does not pay the food booth space by November 17, 2023 and merchandise booth space rent by December 2, 2023 will not be allowed to set up, sell merchandise or food. Payments are accepted at Firebaugh City Hall during normal business hours.

H. RENTALS OF SPACES ARE FINAL

There are no discounts, rain checks, or refunds, except that if action by the City results in a rented space not available for use, a credit shall be awarded.

I. ELECTRICAL POWER NEEDS

Electrical power needs will not be provided by the City. All electrical wires and fixtures shall be appropriately grounded and protected from wear, scuffing and accidental contact. Vendors are responsible for damages caused to any and all of the City's electrical equipment.

J. CUSTOMER VEHICLES IN PARADE AREA

Customer vehicles are allowed only in designated parking spaces in the vicinity of the Christmas Street Fair & Parade grounds. Battery operated vehicles operated by the handicapped are exempt from this provision.

K. VENDOR'S VEHICLES ON PARADE GROUNDS ARE LIMITED

Vehicles shall be parked in assigned designated parking spaces. No vehicles will be allowed on Christmas Street Fair & Parade grounds except for the specified time allowed for unloading.

L. NO "USED ITEMS" OF ANY KIND WILL BE ALLOWED FOR SALE

Under no circumstances will used items be allowed for display with the intention of sale. Vendors are responsible for only selling new packaged items.

3. VIOLATIONS AND PENALTIES

A. VIOLATIONS AND PENALTIES

Violations of laws and/or Rules and Regulations may result in temporary or permanent suspension of rental privileges.

4. FOOD PROVISIONS

A. FOOD VENDORS SHALL COMPLY WITH LOCAL HEALTH LAWS

Local health laws are enforced by the Fresno County Health Department.

B. UNLAWFUL FOODS OFFERED FOR SALE ARE SUBJECT TO DESTRUCTION

In accordance with laws and regulations, State inspectors may inspect all foods offered for sale and destroy any which fail to meet State standards and regulations.

C. PERMITS AND BOOTH/SPACE RENTAL RECEIPTS READILY AVAILABLE

All Vendors must have readily available, upon entry into the Christmas Street Fair & Parade, current receipt, sellers permit, and any other permits required by law or the City of Firebaugh. Such items shall also be displayed within the booth or space in a conspicuous place.

- Food Handlers Permit: (559) 600-3357
- Board of Equalization Sellers Permit: (800) 400-7115
- City of Firebaugh Business License: (559) 659-2043

D. THE CITY RESERVES THE RIGHT TO LIMIT RENTALS OF, FOOD BOOTHS AND MERCHANDISE BOOTHS

The City reserves the right to limit the number of Merchandise Vendors, Food Booths and merchandise to limit the number of booths and/or spaces rented by any one Vendor.

**I have read and I agree to abide by the terms of the City of Firebaugh's Annual Christmas Street Fair & Electric Light Parade Rules and Regulations. I have received a copy of these Rules and Regulations.**

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

**Vendor Signature:** \_\_\_\_\_

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

**Note: The City of Firebaugh reserves the right to extend, end and/or terminate the Annual Christmas Electric Light Parade & Street Fair for safe and/or health issues.**