



2023 Christmas Street Fair & Electric Parade Merchandise Vendor Application

The City of Firebaugh would like to invite all groups to participate in our Annual Christmas Street Fair and Electric Parade. The event will be held Saturday, December 02, 2023, beginning at 12:00pm and ending at 8:00pm. Vendors can start setting up booths at 10:00am. The fee will be \$25.00 for a 10x10 size merchandise booth. If you would like to participate in this event, please submit a vendor application, a signed copy of the City of Firebaugh Rules & Regulations along with the required fee. All Merchandise Vendor forms must be received in our office by Thursday, November 30, 2023, no later than 4:00pm.

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:

- All state laws, city rules & regulations must be followed.
- Each organization is responsible for supplying the equipment required to conduct business.
- The city will not be supplying tables, chairs, canopies, or electrical outlets.
- Area must be cleared and cleaned before leaving the event.
- Merchandise items must be submitted for approval (see reversed page for item sheet)

Name: _____

Phone: _____

Address: _____

Organization: _____

Signature _____ **Date** _____





**City of Firebaugh's
Annual Christmas Street Fair
and 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 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 or designee shall have the authority to issue serially numbered and dated directives that may be needed to clarify these Rules and Regulations to assure they're 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 Christmas Street Fair & Electric Light Parade personnel and shall be publicly promulgated if applicable to the Christmas Street Fair & Electric Light Parade and/or customers.

C. PROVIDE AN ATTRACTIVE AND PLEASANT BUSINESS CLIMATE

The Christmas Street Fair & Electric Light Parade shall be maintained in a clean and orderly manner so that honest and ethical businesspersons will be attracted to the Roundup 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.

2. GENERAL PROVISIONS:

A. "VENDOR" SHALL MEAN THE PERSONS IN WHOSE NAME THE CHRISTMAS STREET FAIR & ELECTRIC LIGHT PARADE BOOTH SPACE IS RENTED

The Vendor is the person whose name is entered in the Christmas Street Fair & Electric Light 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 Event Coordinator. Vendors or the employee on record must be on the grounds of the Firebaugh Christmas Street Fair & Electric Light Parade on all days and 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 CHRISTMAS STREET FAIR & ELECTRIC LIGHT 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 Vendor's Christmas Street Fair & Electric Light Parade business shall be the responsibility of the Vendor.

D. BOOTHS AND SPACES SHALL BE LEFT CLEAN; WASTE SHALL BE REMOVED FROM THE CHRISTMAS STREET FAIR & ELECTRIC LIGHT 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 & Electric Light Parade grounds.

E. LOST OR STOLEN PROPERTY

Vendors and customers, not the City, are responsible for the safekeeping 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 application for specific times that booths should be ready each day of the Christmas Street Fair & Electric Light Parade. **Should booths not be ready by specified times, the vendor will not be invited to participated in next year's event.** No refunds will be made for unused reserved space(s).

G. SPACE RENTALS

No Vendor will be allowed to set up their booth if payment has not been received. Any food vendor who does not pay the space rent by **November 16, 2023**, and any merchandise vendor who does not pay by **November 30, 2023**, will not be allowed to set up, sell merchandise or food. Payments are accepted at Firebaugh City Hall during normal business hours. 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.

H. SPACE LOCATION

Returning food and commercial vendors may submit a written request for a different location. Should space become available, we will be happy to consider your request. Occasionally we need to move a vendor to another location; sometimes this can happen during the Christmas Street Fair & Electric Light Parade. Should this need arise you will be required to move, at no cost to the Christmas Street Fair & Electric Light Parade.

I. ELECTRICAL POWER NEEDS

Some electrical power needs will 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 all the City's electrical equipment.

J. OFFENSIVE ITEMS

We reserve the right to prohibit the sale, rental or display of any item that we deem reasonably objectionable from the standpoint of taste, quality, or compatibility with the Firebaugh Christmas Street Fair & Electric Light Parade. Some items that will not be considered for sale, giveaway or rental include, but are not limited to weapons of any kind, pornographic or drug - related items.

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.

M. ALCOHOL

Unless you have a current license authorizing the sale of alcohol and have been approved by the Christmas Street Fair & Electric Light Parade to conduct limited sales, you cannot sell any alcoholic beverages of any kind any time.

3. VIOLATIONS AND PENALTIES

A. VIOLATIONS AND PENALTIES

This Handout is part of your Agreement, non-compliance with any part of this book is considered a breach of your Agreement. Violations of laws and/or Rules and Regulations may result in temporary or permanent suspension, not being allowed in future community events or an order to cease operation immediately and vacate the premises.

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 & Electric Light Parade, current receipt, sellers permit, and any other permits required by law or the Christmas Street Fair & Electric Light Parade. 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

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 Commercial Vendors, Food Booths, and merchandise to limit the number of booths and/or spaces rented by any one Vendor.

E. **SEWER CONNECTIONS**

All sewer lines have been cleaned and prepared for your connection in advance of your arrival. If your line backs-up, we will work with you to assist in the repair. Repeated back-ups may be considered a violation of your Agreement to operate properly and safely.

F. **GREASE BINS – GRAY WATER**

Use grease containers for all cooking oil. If the grease bin is full, find the next closest grease bin. Do not place grease in cardboard boxes near dumpsites. Do not pour grease into drains. Notify the Christmas Street Fair & Electric Light Parade Coordinator if a grease bin is full. Gray water cannot be dumped in storm drains, flower planters or restrooms. Only dump gray water into sewer drains. Violators will be fined and charged for cleanup.

G. **PROHIBITION OF STYROFOAM PRODUCTS:**

As per FMC Section 19-4.2 of ORDINANCE NO. 11-02 states no Styrofoam products will be allowed at any city facility during a special event or community function. Any vendor not following this rule will be revoked of selling privileges for the remainder of the event and will not be reimbursed or welcomed to future city events.

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 Street Fair & Electric Light Parade for safe and/or health issues.