

TEMECULA VALLEY BALLOON AND WINE FESTIVAL ASSOCIATION  
2010 FOOD VENDOR APPLICATION LETTER  
FESTIVAL DATES – JUNE 4, 5, and 6, 2010

The identity of vendors and sponsors reflect on the Festival's reputation, therefore; the Board of Directors of the Temecula Valley Balloon and Wine Festival Association (TVBWFA) reserve the sole and exclusive right to accept or reject applications.

Please read the attached rules and understand that they will be enforced. Those persons breaking the rules may be removed from the Festival grounds at the sole discretion of TVBWFA staff and will not be allowed to return. The following are some important guidelines you should consider before submitting an application:

- Set-up is on **Thursday, June 3, 2010** between 10:00 am and 3:00 pm. Failure to comply with this set-up time may result in you not being able to participate in the Festival. You must attend the Friday morning meeting with the Food Vendor Chairperson, Brenda Bentivengo.
- Food vendor space rental is for a 20 ft. unit.
- Your booth must be occupied all three days of the Festival.
- Food Court Hours Friday 5pm – 11pm, Saturday 6am – 11pm, Sunday 6am – 6pm.
- Tear down cannot be started before 6:00 pm on June 6, 2010.
- All electrical requirements must be requested on the "Electrical Requirements Form" and applicable costs included in with application fee. If this has not been requested you will not receive electrical at your space.
- If the Festival has a sponsor with exclusivity for water or specialty drinks we the festival will notify you and an order form will be sent to you.
- We try to limit the types of foods/specialty foods no exclusivity is guaranteed.
- Cleaning deposit charge to be paid upon submission of application and will be refunded by the end of June if ALL trash has been removed from your vendor space by Sunday evening (June 6, 2010).
- Refrigeration trucks must be parked and maintained only at locations designated by the Festival during the entire time of the Festival operation – refrigeration is not provided by the Festival.
- All food vendors must have a current certified fire extinguisher on their premises.
- Vendors must provide own propane or other heating sources, which must be in compliance with applicable fire, safety, health, and other appropriate regulations.
- Half of the total booth fee must be submitted with the application and the balance due before Monday, April 12, 2010.
- Space location will be assigned based on date application received and number of years of service with the Festival. No guarantees are offered or implied.
- New or Remodeled Vendors Summit a Photograph (non returnable) of your unit including hitch, awnings, tables and BBQ's.
- Camping in "Vendor Parking-Launch Ramp 1" is NOT ALLOWED you **WILL BE TOWED**.
- No vehicle will be allowed to enter the Festival grounds between the hours of 9am and 11pm on Saturday June 5<sup>th</sup> and Sunday June 6<sup>th</sup>. Between those hours food needs to be walked in, no golf carts are allowed unless **preapproved** by the Festival before May 7, 2010 with appropriate insurance.
- Your twelve (12) entry passes, three parking passes (both good for all three days of the Festival) and location map will be mailed to you approximately 10 days before the Festival. If you do not want this packet mailed you must notify the Festival office. Any other parking needed must be done in the general parking area for a fee of \$5.00.
- You must be in compliance with Riverside County Health Requirements.
- Security is not provided for individual spaces, however, there will be a roving patrol and the Festival grounds are fenced.
- Animals are not allowed on the Festival grounds and may not be left in the parking area.
- Alcohol may not be brought into the vendor area to be consumed at your booth.
- Applications must be received in the Festival office no later than Monday, April 12, 2010 in order to allow time for processing and mailing of acceptance letters and credentials
- Waste Water disposal must be done in compliance with Federal, State, County, and TVBWFA regulations. You may not discharge grease or other liquids on the ground.

Remember, the Food Court fills up quickly at the Festival so don't miss-out on the opportunity for a space; send in your application early.

**In order to process your application for approval complete the attached application, and return to the TVBWF office, P.O. Box 1254, Temecula, CA 92593.**

Any questions please contact the office at 951-676-6713. Please retain a copy of your completed applications.

Sincerely,

Andrea Jacobson  
Administrative Assistant

# THE TEMECULA VALLEY BALLOON & WINE FESTIVAL ASSOCIATION FOOD VENDOR APPLICATION

For the selection and contract process

**Completed application (incomplete applications will be returned and not processed)**

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

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Fax # \_\_\_\_\_ E-Mail \_\_\_\_\_

Resale Number (attach photocopy) \_\_\_\_\_ **EXACT SIZE OF UNIT:** \_\_\_\_\_ Length \_\_\_\_\_ Depth \_\_\_\_\_

List the types of foods you wish to serve AND INCLUDE COPY OF MENU: \_\_\_\_\_

\_\_\_\_\_

Will you be open for breakfast? Please circle: Saturday Yes No Sunday Yes No

Previous years participation? \_\_\_\_\_ Returning vendor indicate your space preference using 2009 vendor map \_\_\_\_\_

**Each Vendor must provide the TVBWFA with proof of General Liability Insurance of no less than \$1,000,000 Naming TVBWFA as additional insured. My Own carrier (Name of Carrier) \_\_\_\_\_**

**Would you like to purchase General Liability Insurance through the TVBWFA YES NO**

Space	Fee	Spaces Needed	Total
One 20ft. space	\$1,325.00		
Unit exceeding 20ft. in length additional fee.	\$10.00 per foot		
Electrical (Must complete Electrical Form)	See Electrical Form		
General Liability Insurance	\$75.00		
Cleaning Deposit	\$100.00		
<b>TOTAL DUE</b>			<b>\$</b>

- I agree to indemnify, defend, and hold harmless the Temecula Valley Balloon & Wine Festival Association and all of its officers, agents and employees from any and all liability, claims, damages, or injuries to any person, including injury to Vendors' employees, and all claims which arise from or are connected with the performance or failure to perform the work or other obligations of this agreement, or as caused or claimed to be caused by the acts or omissions of Vendor, its agents or employees, and all expenses of investigation and defending against same, provided, however, that this indemnification and hold harmless shall not include any claim arising from the active negligence or willful misconduct of the Festival and their agent or employees.
- I certify that I am the responsible person referred to in the Terms & Conditions, and that I am authorized to 1) execute on behalf of the business and 2) accept legal process on behalf of the business.
- I understand that my entry fee is NON-REFUNDABLE unless my application is rejected.
- I agree to abide by all of the procedures and rules stated in the Terms and Conditions and this application.
- I understand that I must clean my vendor space before departing at the end of the Festival in order to receive my cleaning deposit refund.
- I understand that if my method of payment does not clear processing due to insufficient funds, I will automatically be billed a \$25 Service Fee.
- This is a rain or shine event and there will be no refunds given due to inclement weather.
- This agreement is between The Temecula Valley Balloon and Wine Festival Association (TVBWFA) and Applicant ONLY. No part of this agreement is transferable to another party, including but not limited to space at the event, including sharing space with an entity other than the one named herein, etc.

Date: \_\_\_\_\_ Signature \_\_\_\_\_ **VENDOR CAMPING YES NO**

### OFFICE USE ONLY

Total Fees: \$ \_\_\_\_\_ Approved: \_\_\_\_\_ 1<sup>st</sup> Payment: \$ \_\_\_\_\_ Check No: \_\_\_\_\_

2<sup>nd</sup> Payment: \$ \_\_\_\_\_ Check No: \_\_\_\_\_ Booth Space \_\_\_\_\_

Insurance Approved: \_\_\_\_\_

**TEMECULA VALLEY BALLOON & WINE FESTIVAL ASSOCIATION  
ELECTRICAL REQUIREMENTS AGREEMENT**

THIS FORM MUST BE COMPLETED IF YOU WISH TO HAVE ANY ELECTRICITY

**PLEASE PRINT LEGIBLY**

Business Name \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Facsimile \_\_\_\_\_ E-Mail \_\_\_\_\_

<b>AMPS/VOLTAGE</b>	<b>FEES</b>	<b>CONNECTOR TYPE</b>	<b>QUANTITY</b>	<b>TOTAL FEES</b>
20 amps (120 volt)	\$100.00	<b>n/a</b>		
50 amps (220 volts)	\$150.00			

Enter the Total Fees amount on the completed application in appropriate column. Electrical fees are due when application is submitted and must be included with your check or money order.

Please list all appliances or items you will be using electricity for: \_\_\_\_\_

I hereby agree that the above information comprises all of my electricity requirements and I understand that the Festival agrees to supply only the aforementioned electrical supply. The Festival or staff is not responsible in any way for any type of loss due to electrical difficulties or failures. I further agree that if I, or anyone on my staff is found to be using electricity other than what I have listed and paid for, that I will be subject to a \$250 fine, the cost of all my electrical fees will be doubled and payment will be due immediately. I also understand that the Festival has the right to disconnect all of my electricity and/or close down my booth and that I forfeit all fees paid to date.

Name (please print) \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

**OFFICE USE ONLY**  
**Payment Received:** \_\_\_\_\_ **Check/Money Order** \_\_\_\_\_ **Space #** \_\_\_\_\_

## TEMECULA VALLEY BALLOON AND WINE FESTIVAL ASSOCIATION

### VENDORS TERMS AND CONDITIONS

JUNE 4, 5 & 6, 2010

The terms and conditions set forth on this document are specifically incorporated by reference into the Vendor Application and Agreement being executed by the Vendor to sell and/or display products at the Temecula Valley Balloon and Wine Festival on June 4, 5, and 6, 2010 (the "Festival"). Vendor agrees to be bound by all of the terms and conditions set forth herein which TVBWFA has determined are necessary in order to create and maintain the best possible vendor program for visitors and guests. Upon acceptance of the Vendor Application and Agreement, TVBWFA and Vendor will be bound by the terms set forth herein.

**DEFINITIONS:** The definitions set forth in the Vendor Application and Agreement have the same meanings when used in this document.

**INTERPRETATION AND ENFORCEMENT OF LAW AND THESE TERMS AND CONDITIONS:** Vendor specifically agrees to abide by all applicable ordinances and statutes pertaining to the Vendor during the Festival. This includes any and all statutes and ordinances of the State of California, County of Riverside and other government agencies pertinent to the vendors' participation in the Festival, including but not limited to, those affecting gambling, health and sanitation, building and electrical construction, maintenance, fire safety and any sales tax regulations.

The Festival retains the right, in its sole and absolute discretion, to interpret the meaning of any of the Terms and Conditions set forth herein, the application of any ordinance or statute to the Vendor while participating in the Festival, and upon notice to amend, modify or change any of the Terms or Conditions set forth herein. If TVBWFA provides notice to Vendor of any amendment, modification or change to any of the Terms and Conditions set forth in this document, then such new Terms and Conditions will be considered as if it were originally set forth in this document.

Any violation of these Terms and Conditions by Vendor during the Festival, will at the sole discretion of TVBWFA, will result in immediate forfeiture of all monies deposited and rights to continued participation at the Festival. If such termination occurs, then Vendor agrees to immediately leave the Festival and upon mutually agreeable arrangements, remove any of its goods and other material from the Festival location. Nothing may be removed from the Festival location during the Festival, except as set forth in this Agreement or as approved in writing by TVBWFA.

**BOOTH SETUP/REMOVAL:** Food Vendors Setup is Thursday, June 3, 2010 between the hours of 10:00 am and 3:00 pm. All other vendors and sponsors setup no earlier than 7:00 am Friday, June 4, 2010. YOU MUST NOTIFY THE FESTIVAL OFFICE IN ADVANCE IF YOU NEED ALTERNATE SET-UP TIMES. Setup must be completed by 3:00 pm. Tear down for all vendors WILL NOT BEGIN UNTIL 6:00 pm, June 6, 2010 and must be completed by 9:00 pm. For the safety and convenience of our vendors and guests, breakdown prior to 6:00 pm is *strictly prohibited*. FAILURE TO ADHERE TO THIS BREAKDOWN TIME WILL RESULT IN A NON-COMPLYING VENDOR BEING DENIED PARTICIPATION IN FUTURE FESTIVALS.

**APPROVED VENDORS:** Only vendors which have been executed the Vendor Application and Agreement and which have been approved by TVBWFA are permitted to sell/display their product(s) at the Festival. If a Vendor allows a non approved vendor to sell any product or display any goods, then such Vendor's right to participate may be terminated immediately by TVBWFA.

**SOUND RESTRICTIONS:** The use of any sound devices must be approved prior to its use by TVBWFA. Upon approval Vendor agrees to maintain any sound from such equipment at a conversational level to avoid interference with neighboring vendors. TVBWFA has the sole discretion to determine if such sound level is too loud or objectionable, and if so determined, the Vendor will take such action as directed by TVBWFA.

**SECURITY:** Security is not provided for individual booths. There will be security present at the Festival, but TVBWFA is not be responsible for losses of any kind suffered by Vendor.

**TRADEMARK/COPYRIGHTS:** The Temecula Valley Balloon and Wine Festival and the Festival's logo are registered trademarks and copyrighted material of TVBWFA. Vendor is not authorized to use the Festival's logo or the registered trademarks in any commercial manner without the express prior written consent of TVBWFA.

**CLEANUP:** Vendor agrees to maintain a clean and presentable booth. Vendor is responsible for the removal of **ALL** materials, litter, garbage, including boxes and signs, and may only deposit trash in containers provided by TVBWFA for this purpose at specific locations within the Festival grounds. Boxes are to be broken down to fit in the disposal containers. Vendor will not dispose of any hazardous materials or burn any objects on the Festival grounds, which acts are strictly prohibited.

**FESTIVAL SCHEDULE:** Vendor agrees to see that the booth is staffed with sufficient people during the schedule Vendor operational hours of the Festival. The hours of operation of the Festival are: Friday 5:00 pm -11:00pm. Saturday 6:00am-11:00pm. Sunday 6:00am-6:00pm. The Vendor operational hours are: Friday 5:00pm - 11:00pm. Saturday 9:00am - 11:00pm. Sunday 9:00am - 6:00pm.

**CHECK-IN:** Vendor agrees to check-in at the area marked "Vendor Check-In" each day in order to receive any necessary directions. Vendor's entry passes reviewed before access is allowed to the Festival grounds.

**ACCESS AND PARKING FOR FESTIVAL:** TVBWFA will provide Vendor the agreed upon parking passes and entry passes. VENDOR ACKNOWLEDGES THAT NO ONE WILL BE ALLOWED IN ON THE FESTIVAL GROUNDS WITHOUT AN ENTRY PASS AND A PARKING PASS. ENTRY PASSES MUST BE SHOWN FOR ADMITTANCE TO THE FESTIVAL GROUNDS. All Vendor vehicles must be moved to the designated vendor parking area by 3:00 p.m. on Friday, June 4, by 7:00 a.m. on Saturday, June 5, and Sunday, June 6, 2010, or they will be towed and impounded at the owner's expense. Vendors, their employees, subcontractors and agents must abide by all parking and traffic control signs and devices. Failure to follow the directions given by the TVBWFA will result in appropriate enforcement action. All persons, all material and vehicles entering the Festival grounds are subject to inspection and search.

**RESTOCKING:** Vendor may only restock using a vehicle on Saturday and Sunday between 6:00am and 8:00am. Vendors' vehicles will be allowed on Festival grounds for restocking only during this time. At all other times, vehicles must be parked in the assigned vendor parking location. Any restocking during any other time must be accomplished by caring such goods to the Vendor's location.

**ELECTRICITY:** In order for a Vendor to receive electricity, Vendor must complete the "Electrical Requirements Agreement" form and submit it with their application and applicable fees to TVBWFA. TVBWFA will inform Vendor if their application for electricity is approved. If the application is approved, Vendor may not exceed the amount of electrical usage agreed upon. If Vendor is notified that they are exceeding the allowable usage by TVBWFA, then Vendor must reduce the power demand to agreed upon limits or must pay TVBWFA an additional fee of \$250.00. As an alternative, TVBWFA reserves the right to disconnect supplying electricity if after notification of usage of excess amounts of electricity, Vendor does not reduce their use to the agreed upon amount.

**MERCHANDISE:** Vendor agrees that Vendor will not display or sell material, which in the sole and absolute discretion of TVBWFA, is determined to be obscene, dangerous, or unlawful. Vendor acknowledges that these items exclude, but are not limited to: helium balloons, any compressed gas tanks, drug paraphernalia, or weapons.

\*Vendor may not bring upon the Festival grounds any of the following items, unless specific written permission is given by TVBWFA, and then only after actual inspection by an authorized staff member of TVBWFA, any of the following:

\* **HAZARDOUS SUBSTANCES:** Including, but not limited to; any flammable liquid, gases, explosives, radioactive materials, asbestos, polychlorinated biphenyls, and chemicals known to cause cancer or reproductive toxicity to humans or animals. This includes any products used for cleaning, cooking, painting, balloons, electrical products or insecticides.

\***COMPRESSED GASES:** Including, but not limited to: all portable compressed gas tanks containing flammable or explosive products, such as, helium, oxygen, and propane, (subject to the written approval and inspection, only those which meet all Department of Transportation regulations spelled out in Code of the Federal Regulations, section 49, and at OSHA 1910.101 will be considered to be allowed on the Festival grounds). Should any items be permitted on the Festival grounds, Vendor will be install, use and comply with any requirements for public safety through the use of all devices as may be required by code, including but not limited to: fire suppression, signage, ventilation, physical guards and restraint devices.

\***GENERATORS/HELIUM BALLOONS:** Including all generators. Helium balloons are specifically not allowed on the Festival grounds, as Lake Skinner is a domestic water supply reservoir surrounded by a wild life reserve.

**PET RESTRICTION:** Vendors will not bring live animals onto the Festival grounds, at any time, with the exception of animals trained and used for medical reasons or law enforcement (specifically service animals as defined in the American's with Disabilities Act.) Vendor acknowledges that it is unlawful to leave unattended pets inside a vehicle.

**REFRESHMENTS:** Vendor agrees that they will limit any refreshments for personal consumption to a small cooler, which may only be filled with water and/or sodas, which may be brought to Vendors site. **VENDOR WILL NOT BRING ONTO THE FESTIVAL GROUNDS ANY ALCOHOLIC BEVERAGE.** Vendor acknowledges that coolers are not to be brought in through the front entrance gate and **MUST** be brought in though the parking area.

**REQUIRED SELLER'S PERMIT:** Vendor agrees that they will have a valid California sellers permit, collect all taxes and be responsible for the reporting of the same to the Board of Equalization. Vendor acknowledges that they have been informed that a seller's permit may be obtained from the State Board of Equalization Office. If Vendor is selling a product, Vendor must supply a copy of such sellers permit to TVBWFA; this includes any "out of state vendors".

**SPAS AND/OR HOT TUBS:** If Vendor is displaying or selling any Spa or Hot Tub, Vendor acknowledges that they will be assessed an additional charge based on the amount of water used for filling the spa or hot tub. Vendor will not permit any BODY CONTACT with the water in such spa or hot tub. If Vendor permits any body contact to occur, the spa or hot tub will be taken out of use until it can be drained. Vendor acknowledges that such Drainage could not occur before Monday morning, June 7, 2010.

**TVBWFA LIMITATION OF LIABILITY FOR BREACH OF CONTRACT:** Should Vendor make any claim for breach of contract by TVBWFA, Vendor agrees that if TVBWFA is found to have breached any terms of the Vendor Application and Contract, then TVBWFA's liability for such breach will be limited to the sum of \$100.00.

**COMPLETE AGREEMENT; AMENDMENT:** This Agreement constitutes the complete and exclusive agreement amongst the Parties. This Agreement supersedes all prior written and oral agreements, including any prior representation, statement, condition or warranty. Except as expressly provided in this Agreement, no prior agreements, representations, or warranties will be of any force or effect. Any amendment must be in writing and signed by all parties to be effective.

**APPLICABLE LAW:** All terms of this Agreement are to be interpreted pursuant to the laws of the State of California.

**JURISDICTION AND VENUE:** This Agreement is deemed to be entered into to be performed and enforceable in Riverside, California and all actions for any enforcement or interpretation of this Agreement must be brought in Riverside County, State of California.

**ARBITRATION:** Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, including, but not limited to the validity and enforceability of this Agreement under all Federal and State Laws or otherwise, shall be settled by binding arbitration in accordance with the rules of the Judicial Arbitration and Mediation Services (JAMS), and judgment upon the award rendered may be entered in any court having jurisdiction thereof. Any such arbitration award shall be binding on the Parties. Such arbitration shall be conducted before JAMS in San Bernardino, California.

**BINDING PROVISIONS:** This Agreement is binding upon, and to inures to the benefit of the Parties hereto and their respective heirs, executors, administrators, personal and legal representatives, successors and assigns. Each provision of this Agreement will be considered severable and if for any reason, any provision or provisions herein are determined to be invalid or unenforceable by a court of competent jurisdiction; such invalidity will not impair the operation of or affect those portions of this Agreement which are valid.

**ACKNOWLEDGES THAT VENDOR SPECIFICALLY NO MOTORIZED SCOOTERS, GOLF CARTS, BICYCLES, AND/OR SKATE BOARDS ARE ALLOWED ON THE FESTIVAL GROUNDS.**