

# 4<sup>th</sup> of July 2017 Vendor Check List

## All Vendors:

- I have listed the number of 15' by 15' spaces I am reserving.
- I have listed any special parking needs.
- I have listed my event weekend contact name and phone number.
- I have listed the number, type & length of all my vehicles, including food trailers, tow vehicles and support vehicles.
- If I have a towed booth, I have indicated from which side (L or R, when the booth is hooked up to the vehicle) I will serve customers.
- I have signed and dated my application.
- I have enclosed a Certificate of Additional Insured for the event naming:
  - The Crescent City-Del Norte County Chamber of Commerce as additional insured **and**
  - The City of Crescent City as additional insured.
- Required: Class O Business License from the City of Crescent City (\$16).
  - Previous vendors: I have paid/will pay my Class O Business License renewal.
  - New vendors: I have applied for a Class O Business License from the City of Crescent City (\$16).

## Food Vendors:

- I have listed my **amperage** (not voltage) needs. (Food vendors only.)
- I have enclosed a copy of my seller's permit.
- If I am exempt from holding a seller's permit, I have filled out and enclosed form BOE-410-D.
- I have listed every item I will sell, including drinks.
- I have applied for a Temporary Food Facility Permit from the Del Norte County Health Dept.
- I have enclosed **two (2) checks**:
  - One for the cleaning deposit **and**
  - One for the space fee.

## Marketplace Vendors:

- I have enclosed a copy of my seller's permit.
- If I am exempt from holding a seller's permit, I have filled out and enclosed form BOE-410-D.
- I have listed every item I will sell, including drinks. (**We prohibit the sale of knives, switchblades, firearms and drug paraphernalia.**)
- I have enclosed the check for my space fee.

## Game Vendors:

- I have listed the type of games I will operate.
- I have enclosed the check for my space fee.