



EUREKA MAIN STREET

4TH OF JULY FESTIVAL EXHIBITOR APPLICATION 2022

Date: _____

Deadline June 17th !!

Business /Organization Name: _____

Contact Person: _____ Phone#: _____

Mailing Address: _____

Email: _____

Resale Tax Number: _____

Temporary sales permits are available by calling the State Board of Equalization (707)576-2100 or visit www.boe.ca.gov .

Do you have liability insurance? Yes No

Liability insurance is required only for food vendors. Please provide a Certificate of Insurance with a \$2,000,000 liability listing Eureka Main Street and The City of Eureka as Additional Insured for July 4, 2022.

Information / Non-Profit: \$65.00

Fine Arts/Crafts: \$85.00

Commercial: \$95.00

Food: \$150.00 must have Certificate of Insurance

These prices are for a 10' x 10' booth.

Size of booth space requested: 10'x10' 20'x20' Other (specify) _____

Describe your booth set-up: _____

Electricity is not provided. Will you be using a generator: Yes No

Describe the products to be sold or given away: _____

Click the link to sign the [Hold Harmless Waiver](#). (REQUIRED)

SUBMIT APPLICATIONS, and certificate of insurance (if required) to:
eurekamainstreet@ci.eureka.ca.gov

BOOTH FEES can be paid using VENMO (@EurekaMainStreet) or by cash/check to:
Eureka Main Street, 525 Second St. #105 Eureka, CA 95501
Checks are cashed upon acceptance to the festival.
No refunds after the May 31, 2022.

A booth location map will be emailed to you by June 27, 2022. If you wish to receive a paper copy of the map, please send a self-addressed stamped envelope to the address above.

Questions? Contact eurekamainstreet@ci.eureka.ca.gov or call 707.441.4187



EUREKA MAIN STREET

4TH OF JULY FESTIVAL – AT A GLANCE

When: Monday, July 4, 2022

Where: Old Town, Eureka. Second Street from "C" to "G" Streets (rain or shine).

Time: 10a.m.-5p.m.

BOOTHS

Spaces: A 10' x 10' booth space will be pre-assigned with the earliest postmark receiving preference. Vendors will be responsible for their own displays.

Locations: All booths are assigned by Eureka Main Street. Past festival participants who get their form in before the deadline will have first right of refusal to their former space.

Eureka Main Street reserves the right to move booths as needed.

Set-Up: Set-up will be on Monday, July 4, between 7:00 and 9:30a.m.

All cars must be clear of the event area by 9:00a.m.

All booths are to remain open from 10a.m.-5p.m.

Teardown / Cleanup: Teardown and cleanup is from 5-6:15p.m.

Fees: Information / Non-Profit: \$65.00 Commercial / Imports: \$95.00
Fine Arts/Crafts: \$85.00 Food: \$150.00

Booth fees will be cashed upon acceptance to the festival. No refunds after May 31, 2022.

Limit: In order to present a balanced show, **Eureka Main Street reserves the right to limit the number of booths in any category.**

VENDOR RESPONSIBILITIES

General: Insurance (food booths), terms and conditions of sale prices, sales tax and delivery are the responsibility of the vendor and concessionaires. Eureka Main Street will not be responsible for losses due to theft, breakage, damage, weather or any other liability. All sales, publicity, promotion and distribution of printed material must be confined to your assigned space.

Insurance: A Certificate of Insurance is **only required for food vendors**. Food vendors must provide a Certificate of Insurance. The policy must be for \$2,000,000 liability and list Eureka Main Street and The City of Eureka as Additional Insured for the date of July 4, 2022.

GENERAL RULES AND REGULATIONS

1. ALL Participants must clean their booth space completely of trash during the show and at the end of the day. A large dumpster will be provided. **DO NOT LEAVE YOUR MESS FOR THE FESTIVAL COORDINATORS TO CLEAN UP. A \$50 CLEAN-UP FEE WILL BE ASSESSED TO VENDORS WHO LEAVE THEIR MESS BEHIND.**
2. NO dogs.
3. DO NOT attach anything to the merchant storefronts. DO NOT lean any booth materials or supplies against business windows. **IF YOU BREAK IT – YOU REPLACE IT!**
4. This is a family show. No alcohol is sold or allowed. We do not allow booths to sell or contain any drug or paraphernalia-type items, anything deemed a danger to public safety, or considered to be offensive. Please be specific about what you plan to sell in your application form.



EUREKA MAIN STREET

4TH OF JULY FESTIVAL – AT A GLANCE (continued)

FIRE SAFETY REQUIREMENTS

ALL BOOTHS must have a currently tagged **2A FIRE EXTINGUISHER** and are required to follow the Fire Department regulations listed on their website or

http://eurekamainstreet.org/sites/eurekamainstreet.org/files/HBF_OUTDOOR_FEST_REQ.pdf.

The fire extinguisher must have a current service tag from a licensed fire extinguisher service company -OR- if the extinguisher has been purchased within the last year, a copy of the receipt affixed to the extinguisher or provided by the booth applicant showing the purchase date within the last year. The Fire Department will inspect every booth prior to the festival and issue permits accordingly.

Generators: The number of vendors using power is limited and must be supplied by a generator. If your set-up requires you to use a generator, you must specify this in your application. Any use of a generator must be approved by Eureka Main Street and the Fire Department. The City of Eureka and the Fire Department have the final approval on the day of the festival. If they feel something is unsafe or is a threat to the safety of the festival and its patrons, they may “pull the plug” and deny power. Please discuss all power requests with the festival coordinator well in advance of the show.

FOOD CONCESSION RULES

1. Must comply with enclosed fire regulations
2. Must obtain a Food Concessions permit from the Humboldt County Health Department two weeks prior to the festival.
<https://humboldt.gov.org/DocumentCenter/View/51814/Temporary-Food-Facility-Permit-Application-and-Policy-PDF>
3. Call (707) 445-6215 with any questions regarding food concessions permits.
4. Must have a fire extinguisher, a fireproof booth, a large garbage can and a broom.
5. Must keep area free of trash during the festival and remove trash at the end of the day to the dumpster provided, or take trash with you.
6. Must put a tarp down on the floor of your booth to prevent a mess and to ease clean up.
7. Must bring a bag of sand or cat litter to use in case of a grease spill.

THANK YOU in advance for your cooperation and compliance with our festival guidelines. We look forward to a FANTASTIC SHOW!