



Eureka Main Street • 525 Second Street, Suite 105 • Eureka, CA 95501
(707) 442-9054 • (FAX) 442-9154
charlotte@eurekamainstreet.org or amanda@eurekamainstreet.org

*Eureka's arts, entertainment, lodging, restaurant and shopping district
 A to I and Waterfront to Eighth Streets*

EUREKA MAIN STREET 4TH OF JULY FESTIVAL EXHIBITOR APPLICATION 2019

Date: _____

Deadline June 13th !!

Business /Organization Name: _____

Conatct 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 <http://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, 2019.

- _____ 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: _____

Describe your booth set-up: _____

Will you be using a generator: _____ Yes _____ No

Describe the products to be sold or given away: _____

Send your application, signed Hold Harmless form, booth fees, insurance and a self-addressed, stamped envelope to: Eureka Main Street 4th of July Festival
 525 Second St. #105 Eureka, CA 95501

A booth location map will be mailed to you by June 26, 2019. Checks are cashed upon acceptance to the festival and there will be no refunds after the May 31, 2019.

COMPLETE AND RETURN BOTH COPIES

EUREKA MAIN STREET / 4TH OF JULY FESTIVAL

[EMS Copy]

Hold Harmless Agreement Concessionaires

I agree to abide by all Festival rules and conditions listed in the Festival Application

Signature / Date

THE EUREKA MAIN STREET 4TH OF JULY FESTIVAL PARTICIPANT shall indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of their participation in EUREKA MAIN STREET'S 4TH OF JULY FESTIVAL, caused in whole or in part by any negligent act or omission of the participant, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the City or Eureka Main Street. I agree to defend, indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of my participation in this program.

Name _____

Address _____

Phone _____

Signature / Date _____

EUREKA MAIN STREET / 4TH OF JULY FESTIVAL

[City of Eureka Copy]

Hold Harmless Agreement Eureka Main Street / City of Eureka

THE EUREKA MAIN STREET 4TH OF JULY FESTIVAL PARTICIPANT shall indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of their participation in EUREKA MAIN STREET'S 4TH OF JULY FESTIVAL, caused in whole or in part by any negligent act or omission of the participant, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the City or Eureka Main Street. I agree to defend, indemnify and hold harmless the City of Eureka and Eureka Main Street and their officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of my participation in this program.

Name _____

Address _____

Phone _____

Signature / Date _____



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*Eureka's arts, entertainment, lodging, restaurant and shopping district
A to I and Waterfront to Eighth Streets*

EUREKA MAIN STREET 4TH OF JULY FESTIVAL

When: Thursday, July 4, 2019

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

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

Booth 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.

Booth 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.**

Booth Set-Up: Set-up will be on Thursday, 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.

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

Booth Fees:

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

Booth fees will not be cashed until acceptance to the festival, and there will be no refunds after May 31, 2019.

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, 2019.

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

See reverse side for “Booth Requirements”.

Booth 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 Department will inspect every booth prior to the festival and issue permits accordingly.

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/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.

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.

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.

Vendor Responsibilities: 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.

THANK YOU in advance for your cooperation and compliance with our festival guidelines. We look forward to a FANTASTIC SHOW! For further information, please call Eureka Main Street at (707) 442-9054.