



HOLIDAY BAZAAR & FAMILY FAIRE APPLICATION



presented by **Rotary Club of Woodland Hills, Valley Cultural Center, & West Valley/Warner Center Chamber of Commerce**

DECEMBER 12, 2015 - 10 a.m.- 4:30 p.m.

Warner Center Park at Topanga & Califa

*ALL PROCEEDS GO TO ROTARY PROJECTS BENEFITING LOCAL COMMUNITIES
AND INTERNATIONAL HUMANITARIAN PROJECTS*

Exhibitor Information and Requirements:

The Holiday Bazaar & Family Faire is open to the following participants:

- Retail, Non-Retail, Political Vendors
- Community Service & Non-Profit Organizations
- Food Services, Entertainment Providers & Fun Zone
- Commercial Providers or Chamber or Non-Chamber of Commerce Exhibitors

The Rotary Club of Woodland Hills, Valley Cultural Center, & the West Valley/Warner Center Chamber of Commerce (Faire Presenters) are committed to maintaining a family friendly environment at all of its events. Therefore, possession, sale, or use of alcohol, drugs, illegal substances, or weapons of any kind are inappropriate for this Family Friendly event and are prohibited -- California Penal Code Section 417. **Vendors not complying with this will be asked to leave immediately with no refund of booth fee.** There will be no refunds or rain checks due to weather. Participants must provide their own canopies, awnings, tables, chairs, signs, and all other items needed for their display and must assume responsibility for monitoring said displays.

Exhibitors are encouraged to set up their displays on Friday after 2 p.m. and are permitted to leave their displays overnight or set up at 6 a.m. Saturday. All vehicles must be removed from the site by 9:00 a.m. Security will begin Friday evening at 5:00 p.m. The Faire PRESENTERS & SPONSORS cannot accept responsibility or liability for loss or damage to exhibitor's property at any time during the Faire.

Application Deadline

Please submit your application as soon as possible, as some categories fill quickly. All applications will be juried. Deadline for submission is Nov. 25, 2015. Late registration may be accepted based on space availability. Any participant wishing to cancel after confirmation must do so **IN WRITING**, via e-mail or postal mail and be received by Dec. 1, 2015.

PARTICIPANTS ARE SOLELY RESPONSIBLE FOR ANY LOSS, DAMAGE, OR OTHER HARM TO THEIR PERSON AND PROPERTY AT ALL TIMES DURING THE FAIRE, INCLUDING TRAVEL TO AND FROM THE SITE, SET-UP AND TEARDOWN. ALL PARTICIPANTS ARE SOLELY RESPONSIBLE FOR THEIR OWN LIABILITY INSURANCE. VENDORS WHO PROVIDE FOOD, ANIMALS, PHYSICAL RECREATION, SPORTING ACTIVITIES, OR HAZARDOUS CHEMICALS ARE REQUIRED TO PROVIDE A CERTIFICATE OF INSURANCE NAMING THE ROTARY CLUB OF WOODLAND HILLS, THE VALLEY CULTURAL CENTER, & WEST VALLEY/WARNER CENTER CHAMBER OF COMMERCE AS ADDITIONAL INSUREDS.

THE PRESENTERS RESERVE THE RIGHT TO ALTER, CHANGE, OR AMEND ANY OF THE CONDITIONS OF THIS APPLICATION FOR THE BETTERMENT OF THE SHOW.



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PARTIPANT NAME _____

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ CELL PHONE _____

E-MAIL _____ WEBSITE _____

CA RESALE NUMBER _____

CAR LICENSE _____ MAKE _____ MODEL _____

AS A RETAIL VENDOR YOU WILL BE DISPLAYING:

Candles ___ Ceramics ___ Dolls ___ Fiber/Textiles ___ Glass ___ Jewelry ___ Metal Art ___ Painting ___
Photography ___ Mixed Media ___ Wood ___ Other (please specify) _____

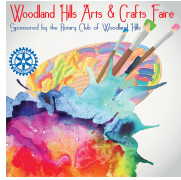
Please indicate your participation type:

- Retail, Non-Retail, Political (Circle One)
- Community Services or Non-Profit Organization (Circle One)
- Food Services, Entertainment, Fun (Circle One)
- Commercial Providers – Chamber or Non-Chamber Members (Circle One)

RETAIL VENDORS (Sale of Goods/Products): *Examples:* Arts and crafts, boutiques, toys, clothing, electronics, grocery stores, and other retail or wholesale selling physical products or software, whether operating out of a building, home, or website.

NON-RETAIL VENDORS (Personal and Medical, Financial, Legal, Property Services): *Examples:* Personal and Medical Services such as face painting, Balloon Artists, Obstacle Course or Climbing Tower, Project Activity, Dunking Tank, Jolly Jump, Petting Zoo, Slide, schools, for profit (swim, self-defense studios, tutoring services), gym and other club memberships, acupuncture and massage services, dog training, hospitals, clinics, doctors, dentists, veterinarians; Legal Services such a attorneys, private investigators, notary public, Financial Services such as banks, credit unions, financial planners; Home Improvement Services such as interior designers, architects, contractors, installers (filtration systems, alarms, solar installation, heating and air, storage solutions and containers), repair and maintenance (landscaping, home or pool cleaning, auto repair).

FOOD VENDORS: IMPORTANT: Contact the L.A. County Dept. of Public Health at 818-593-7350 in order to obtain a food vendor application. You must submit the **Food Vendor Application and fee** to 21515 Vanowen St. #116, Canoga Park, CA 91303. **Insurance verification documents must be submitted to the Rotary Club of Woodland Hills no later than Monday, November 2, 2015.** Incomplete applications will not be accepted.



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Application Checklist - Please include the following items:

1. **A completed signed application form.**
2. **Payment** by Money Order or check made payable to The Rotary Club of Woodland Hills. Checks returned for any reason will be subject to a \$20 handling fee and must be replaced with a US Postal Money Order.
3. **Booth Choice** – Single Booth \$195 (15' W x 10' D) _____
 Double Booth \$390 (30' W x 10' D) _____
 Food Vendors, please call for booth fee _____
4. An **SASE (Self Addressed Stamped Envelope)** for acceptance notification.

The undersigned hereby agrees to defend, indemnify, and hold harmless the Rotary Club of Woodland Hills, Valley Cultural Center, West Valley/Warner Center Chamber of Commerce, the City of Los Angeles, employees of and agents from and against all loss, liability charges and expenses (including attorney's fees) which may arise by participating in the event. I understand that the Los Angeles City does not provide accident, medical, liability, workers' compensation insurance and/or any other insurance. I agree to carefully inspect and satisfy myself that the facilities provided are reasonably safe for their intended use. I agree to assume the risk of participating at the premises. I understand the Rotary Club of Woodland Hills, Valley Cultural Center, & West Valley/Warner Center Chamber of Commerce, retains the right to use photos taken during activities for publicity purposes. I agree to adhere to all event guidelines, including loading and unloading procedures and event timelines. I understand that failing to adhere to guidelines may result in dismissal from the faire without a refund and being refused participation at future Woodland Hills Rotary events.

Acceptance to the Faire and your signature below constitute your agreement with all Exhibitor Information and Requirements on all pages of this application form.

Applicant Signature _____

Date _____

Please mail pages **2 & 3** of the application to:

Holiday Bazaar & Family Faire
Rotary Club of Woodland Hills
Attention: Jay Saltzman
P.O. Box 144
Woodland Hills, CA 91365-0144
Phone: 818-754-4743

Attention: Jay Saltzman
Event Coordinator
Phone: (818) 344-5776
E-Mail: jnsure@aol.com