

# Salsa Festival 2011

## Saturday Sept 24, 2011

Produced by the Redwood City Parks, Recreation and Community Services Department  
**Hand Made Craft Vendors**

### GENERAL INFO

The event is a celebration everything Salsa! Dancing, Food and Music. The event is free and open to the public. The event takes place on Courthouse Square and the surrounding streets in Downtown Redwood City. Telemundo and La Raza are the media partners for this event. An estimated 15k people will be in attendance.

### SCHEDULE & LOCATION

- Festival will take place in and around Courthouse Square in Downtown Redwood City
- 12 p.m. to 8 p.m. Festival

### SETUP & BREAKDOWN

- Setup starts at 9:30 am - All vendors must have their vehicles off the set-up area by 11:00 am
- Breakdown must begin at 8:00 p.m.
- No early departures.

### BOOTH PROVISIONS

- 10' x 10' space provided
- One 8' table, 2 chairs
- Water and individual trash cans will not be provided.

### RESPONSIBILITY

The City of Redwood City, assumes no responsibility for any loss, damage, injury or claim arising out of the participants' acts or omissions, the applicant hereby agrees to hold the City of Redwood City harmless from any claim arising out of the applicant's entry, acts, or omissions in said festival or any accident, injury or damage involved therein, including but not limited to attorney fees and court costs.

### OPERATIONS

- The committee will make all placement decisions for vendors for the good of the festival.
- All vendors who are required to have resale numbers are responsible for collecting sales tax. Tax numbers must be included on application.

### BOOTH RESPONSIBILITIES

- All safety and fire regulations must be observed.
- Each vendor is responsible for the condition of their space during and after the event.

### APPLICATION INFORMATION

WHAT TO INCLUDE:

- **Completely filled out application. Incomplete applications will not be considered**
- Payment in full via credit card, check, money order, or cashiers check.  
**Applications will not be considered unless payment is included.**

### ACCEPTANCE/SPACE ASSIGNMENT

- Display space location will be first come, first served per the **postmark** on the application.
- Space assignments and package with directions, Festival rules and regulations, etc., will be emailed one week prior to the event.
- If you have not been accepted into the festival, your payment will be returned with your non-acceptance letter.

### WHERE TO RETURN:

FAX- 650-368-5087

Email- [Lwilder@redwoodcity.org](mailto:Lwilder@redwoodcity.org)

### Mail

Salsa Festival 2011  
Redwood City Parks and Recreation Department  
1400 Roosevelt Ave Redwood City, CA 94061

### BOOTH FEES & DEADLINE

Display Space—10' x 10'

FEE: \$150

There will be NO REFUNDS.

Deadline: Aug 31<sup>st</sup> or when all spaces are full.

**Please make check/cashier's check/money order payable to: City of Redwood City**

*This Hand Made Craft Vendor area is only original hand made art or crafts, no buy and resale allowed. (An area for artist created items is available separately)*

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### *Hand Made Craft Vendors*

Name of Organization \_\_\_\_\_

Type of Business \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

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

Email address \_\_\_\_\_ Resale # \_\_\_\_\_

Space Fee Enclosed (see 1<sup>st</sup> page for fees) \$ 150 \_\_\_\_\_

10' x 10' tent \$ \_\_\_\_\_ (\$30 each)

Additional Tables (one provided) \$ \_\_\_\_\_ (\$9 each)

Chairs (two provided) \$ \_\_\_\_\_ (\$2 each)

Total: \$ \_\_\_\_\_

Credit Card Info- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp- \_\_\_\_/\_\_\_\_

**Please make checks payable to "City of Redwood City"**

Would you like to display posters and flyers at your business? \_\_\_\_\_

**NO REFUNDS** unless not accepted as a vendor.

**Proposed booth display**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read the attached information and agree to the rules & regulations stated. The City of Redwood City, assumes no responsibility for any loss, damage, injury or claim arising out of the participants' acts or omissions, the applicant hereby agrees to hold the City of Redwood City harmless from any claim arising out of the applicant's entry, acts, or omissions in said festival or any accident, injury or damage involved therein, including but not limited to attorney fees and court costs.

**Name (please print):** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_