



RIVERSIDE CITRUS CLASSIC BOOTH INFORMATION

October 12, 2019

Booth Operator Applications

Applications must be submitted via email. Include name, address, phone number and what you would like to apply for - food, information, sales, etc.

Booth Coordinator: Sandra Ramirez
Phone: 951-312-4031
sandy_ramirez@att.net

Payment is to be made by Monday, October 1, 2019. ALL FEES ARE NON-REFUNDABLE IF ACCEPTED.

Each operator must return the following items:

- A completed and signed application
- A check or money order in the amount of the booth rental fee unless otherwise negotiated with the Citrus Classic Committee
- If a food/beverage booth, a completed health permit application

Return all items by Monday, Oct. 1, 2019 to sandy_ramirez@att.net.

Incomplete or unsigned forms will be returned and no refunds will be made after October 1, 2019.

All operators will be notified of application acceptance and booth space assignment by email on or before October 1, 2019. Please notify us, if you do not receive notification by this date. Dissatisfaction with a space assignment is not considered grounds for a refund.

Operators guarantee that all information provided in the application for booth space is true and correct.

Booth Hours and Setup

Hours of operation are as follows:

- Set-up – Saturday, October 12th, 9:00 AM-10:00 AM
- Event – Saturday, October 12th, 11:00 AM to 5:00 PM

All booths must be opened for the designated hours of the Event. Booths cannot be dismantled until the close of the Event or with permission of the Booth Chair. We will not permit cars or trucks on the festival grounds when crowds are present.

Booth Space

Booth fees are as follows:

- For Profit Booths: \$100, with sponsorship benefits
- Non Profit Booths: \$50, with sponsorship benefits



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Each operator will be assigned a location and space number(s). Operators are responsible for designing and supplying their own booths unless otherwise negotiated with the Citrus Classic Committee.

Exhibitors will be responsible for all booth structures, set-up, and furnishings, i.e. tables, chairs, easy-ups, extension cords, signage, lighting, drapes, etc. unless otherwise negotiated with the Citrus Classic committee. Operators will be allowed to bring generators to the event with permission of the Citrus Classic committee. Participants will be asked to leave without refund if not in compliance with Citrus Classic rules.

All booths must be set up before 10:00 AM, Saturday, October 12, 2019. Reserved space may be released and filled if not checked in by then, with no refund due.

Each operator may bring one vehicle on the grounds for set-up. All vehicles must be removed from the grounds ½ hour prior to the opening of the event (10:00 AM). Any vehicle towed from the site will be at the owner's expense.

All operators will be responsible for keeping their area free of trash. Trash must be emptied into the large dumpsters (not the small containers for the public use) and booths cleaned after the close of the event. Any excess trash will be grounds for being banned the following year.

Booth participants are responsible for cash on hand to make change.

Food concessions must comply with all current health standards, state, county, and local laws.

Booth Restrictions

Operators agree that the Citrus Classic Committee or its agents may revoke all of the booth space rights of the booth operator without refund of any application fees upon violation of the rules set forth.

No exclusive sales rights or guarantees on location will be granted.

Minimal security is provided during the event. The Citrus Classic Committee or its agents will not be responsible for damage, theft or loss to exhibitor property.

No dangerous or messy merchandise may be sold, i.e. no knives or silly string, etc.

All operators are responsible for the collection of sales tax to the City of Riverside and the State of California.

Operators cannot sell or give their space to another operator without Booth Coordinator's approval.



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Operators, their agents and authorized personnel agree to hold harmless and indemnify the Citrus Classic Committee, its officers, agents and representatives (referred to as the Citrus Classic Committee, et al), the owners of the businesses adjacent to where the event will be held, and the owners of the Citrus Classic related property for any action relating to the Citrus Classic event, including theft, damage or injury. Operators agree to pay any reasonable attorney fees and cost incurred to the Citrus Classic et. al. as a result of actions by operators which are covered by this agreement.

Operators concur that they have read and understand the rules and regulations outlined herein and, it is agreed that these rules are part of this contract and no other agreements whether verbal or written, implied or expressed, shall be binding upon the parties unless in writing and signed by the Chair of the Citrus Classic.

Operator Signature

Date

Booth Coordinator Signature

Date