



**Winters Youth Day Application/Day Contract for Booth Space April 30<sup>th</sup>, 2022**

**NOTE: NO POPPERS, SILLY STRING, CONFETTI EGGS, WEAPONS, OR ANYTHING RESEMBLING THE ABOVE MENTIONED FOR SALE OR DISPLAY.**

**The Youth Day Committee has the sole concession of alcohol on Youth Day. Please print clearly as this is our only form of contact with you.**

Contact Name: \_\_\_\_\_

First

Last

Organization Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone:( \_\_\_\_\_ ) \_\_\_\_\_ Cell:( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

Type of Food OR Merchandise OR Information: \_\_\_\_\_

Standard booth space is 10'x10'. Tents, Equipment and supplies are vendor's responsibility.

FOOD Booth  Food Truck  CRAFT  Info  OTHER \_\_\_\_\_

Basic Entry	Food Booth or Food Truck	\$100.00	\$
Basic Entry	Non-food booth	\$100.00	\$
Non-Profit Organization	Food Booth or Food Truck	\$50.00	\$
Non-Profit Organization	Non-Food Booth	\$35.00	\$
Winters Schools	Food Booth or Food Truck	\$50.00	\$
Winters Schools	Non-food Booth	\$35.00	\$
Informational Booth	No samples or food – otherwise you need a Health permit	\$50.00	\$
Electricity	None provided. Generators are allowed	0000	\$ .*****

**WATER HOOK-UPS ARE NOT AVAILABLE**

I am enclosing the Total Amount Due for the Booth Fee listed above \$ \_\_\_\_\_

I hereby apply for booth space in the 84th annual WINTERS YOUTH DAY on Saturday, April 30<sup>th</sup>, 2022. I have read the rules governing YOUTH DAY and agree to abide by these and all event rules. I understand that there are no refunds, rain checks or extended show dates due to inclement weather.

Applicant Signature: \_\_\_\_\_ Date \_\_\_\_\_

**We only need you to return the first page of this application along with the documents listed below. The rest of this application is for your information. Your supporting documents can be sent in as you receive them.**

#### Supporting Document Checklist

	Application Form (signed)
	Insurance COI, endorsement, declaration naming Winters Youth Day as additionally insured
	Copy of Health Department Permit (if you have any food or samples)
	Booth Fees
	One Day City of Winters Business License (see page 3)

#### Important Information about the event

This event takes place in the City park at the Corner of 4<sup>th</sup> and Main Streets, in Winters, CA

**Vendor parking:** **Absolutely no vehicles** will be permitted in the park area after 8:15 AM (on Fourth, Main and Haven streets THIS IS A TICKET & TOW AREA). Other surrounding streets are available for parking.

- **ALL FOOD VENDORS ARE RESPONSIBLE FOR ALL HEALTH DEPARTMENT PERMITTING & REQUIREMENTS**

Contact Yolo County Environmental Health Dept. [www.yolocounty.org](http://www.yolocounty.org) or call (530) 666-8646

**Allow 20 working days for processing.**

*We must have a copy of the health department permits !*

All vendors must provide proof of insurance except Information booths without samples

- **Insurance Certificate, endorsement & declaration pages must be provided by the vendor stating WINTERS YOUTH DAY listed as Additional Insured & obtained at the Vendor's own expense.**
- All booths must be set up and ready to go by 9 AM. The park opens for setup at 7 AM. You are responsible for the setup, removal and cleanup of your booth space
- Booth space is 10 x 10. You need to supply your own tables chairs and shade. If you need a bigger space because you are bringing your trailer please call us or email with a list of dimensions.
- Please no driving on the grass and bring your own trash bags and containers
- Space is limited first-come first-served
- The park closes at 5 PM. All spaces need to be clean and clean no later than 6 PM

**ONE WEEK PRIOR TO THE EVENT, YOU WILL BE EMAILED BOOTH LOCATION, & HELPFUL HINTS. BE CERTAIN YOUR EMAIL IS CORRECT!**

**Application must be COMPLETELY filled out and required documentation attached or received by April 13, 2022 (see checklist above) to be considered for entry!!**

### **Booth Payment**

1. Check or Money order payable to Winters Youth Day
2. Venmo: we are @wintersyouthday. Please include your business name so we can match your payment to your paperwork

PAYMENT DEADLINE: POSTMARKED or PAID by APRIL 13, 2022

**Mail Application and Fee To: Winters Youth Committee, PO Box 652, Winters CA 95694**

### **Questions?**

Email: [vendors@wintersyouthday.com](mailto:vendors@wintersyouthday.com) Website: [www.WintersYouthDay.com](http://www.WintersYouthDay.com)

Phone: Carol or Ann: (530) 505-1229

### **One-Day Business License information:**

- A one-day City of Winter's business license is required if you do not have a Winters business license. This can be obtained at the Winters City Hall, 318 1st St., Winters, CA 95694. 530-795-4910 or online. A copy of the business license must be posted in your booth.

#### **You can now apply for your one-day business license online**

One Day License \$15 (fee is waived for Non-Profits but license still needs to be completed)

o Annual License \$90

o Local Businesses CAN utilize their annual Business License, a COPY of the license needs to be submitted

o Informational Booths DO NOT require a Business License

o Application process is now available online! Please follow these steps:

- Got to <https://winters.hdlgov.com>
- Click on: Apply, and then "begin" to get to the application.
- On the next page, enter the special characters shown and under "business type" select the first option, which is "1 Day Special Event", then select your location: inside is for businesses inside of Winters and outside is for businesses that are not within Winter's city limits (i.e. Vacaville, Fairfield, etc.)
- Fill out the requested information as completely as possible. Items with a red asterisk ( \* ) are required.
- Applicants must provide either a Federal Tax ID number or Social Security number with Drivers License number. (To clarify, if using an SS# the DL number is also required).
- Once the application is complete, applicants can review the information they entered and then submit.
- Within 1 business day of submitting their application, applicants will receive an approval email with instructions on how to make their \$15 payment online.
- Once payment is received, they should expect their license in the mail within 5-7 business days.

# Official Rules for WINTERS YOUTH DAY Vendors

1. The 84th Annual WINTERS YOUTH DAY will be presented by WINTERS YOUTH DAY Committee on Saturday, April 30, 2022.
2. The Committee agrees to provide a 10' x 10' booth to the vendor. It is the sole obligation of the Committee to furnish an outdoor booth space. There are no refunds, rain checks or extended show dates due to inclement weather. The Committee is not obligated to provide other services of any nature.
3. Vendor: agrees to occupy booth space as assigned, and to be open and staffed during all regular festival hours And to be completely set-up by 9am and vehicles removed from the area by 8:15am. Absolutely NO VEHICLES will be permitted around the park area after 8:15am day of the event. Booth and all equipment must be removed no later than 6:00pm the DAY of the event.
4. Only items that have been pre-approved by the Committee will be allowed to be sold at the booths. Nonprofit Organization will be allowed to display a donation box at their booth. No overt solicitations please. Organization memberships may be sold at your booth along with tickets to your events. Please list these items on application for approval.
5. Vendor shall be liable for delivery, handling erection or removal of his/her own displays and equipment. All displays, equipment, merchandise and supplies must be contained within the assigned booth space. Only whisper quiet generators are allowed and must be indicated on your application. The grounds must be cleaned and returned to it's original state in and around your booth.
6. Insurance must be supplied by the vendor stating WINTERS YOUTH DAY listed as Additional Insured and obtained at the Vendor's own expense. The Committee assumes no risk and, by acceptance of this agreement, the Vendor expressly releases the Committee and all of its representatives of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said booth space by Vendor, and agrees to hold and save the Committee and its representatives harmless of any loss or damage by reason thereof.
7. The Committee will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to acts of God, public enemy, strikes, statutes, ordinances or any legal authority, or any other cause beyond the Committee's control.
8. All pertinent Fire Codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety shall be strictly obeyed. Nothing shall be nailed, stapled, taped or otherwise fixed to any community or private property.
9. Vendor will be required to have any and all business licenses, permits and requisite that are needed to operate his/her operation.
10. Health Permits: Vendor is solely responsible for meeting all Health Department Requirements and obtaining all permits. Packaged Food Vendors are also required to obtain a Health dept. permit. Call the Yolo County Environmental Health Department (530)666-8646 and provide copies of these permits along with application. [www.yolocounty.org](http://www.yolocounty.org)
11. Payment Terms: Applicants must submit a check or money order reflecting the appropriate booth fees including the application/contract, required documentation and permits for booth space. Applications received without payment Will not be considered. Checks will be deposited upon receipt. . Rejected applicants will receive a 100% refund of booth fees with notice of rejection.
12. Cancellation Policy: Booth Fees are non-refundable, absolutely no refunds will be given. This is a RAIN or SHINE event and there will be no exceptions.
13. Vendor agrees: to obtain written permission from the Committee prior to using the YOUTH DAY logo, or any photos/art from the Committee website in connection with the business.
14. Vendor and staff agree: to allow the Committee to use their photos and application materials for promotional purposes.
15. This Contract: constitutes the entire contract between parties and no waivers, modifications or amendments shall be valid unless written upon or attached hereto and shall be approved in writing by the Committee 2022