**2020 VENDOR APPLICATION**

**Vendor Information (Please Print Clearly)**

Business Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Daytime Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list what type of products and/or services your booth with be distributing and/or selling:

(Please be specific):

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

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Business License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you participated in the Oakland Greek Festival in the past?: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If yes, what was the last year you participated?: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Special Requests for Booth Location (Please note not all requests are granted): \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE NOTE - IMPORTANT PAYMENT INFORMATION:**

**All INTERESTED vendors will submit the application and a $500 deposit for the booth in the form of a check, money order or by calling the accounting department at Ascension Cathedral. Application and deposit**

**due Thursday, April 9th.**

**The remaining balance will be paid in full by Friday, May 8th.**

**Only selected vendors will have their payment deposited and will be informed they are chosen by Thursday, April 23rd. All others will be fully refunded.**

**Vendor Space Request**

Please check your preference for Vendor Booth Location



**\*PLEASE NOTE**: Not all vendor requests will be granted. Location preference will be given toreturning vendors in good standing, and whom the Executive Committee deems best fit.



Outside Vendors:

10 x 10 size booth ($1,300)

10 x 20 size booth ($2,000)

Agora (Education Building)

Standard Room ($1,200)

Agora Foyer

 Educational Building Library (Large) Room ($2,500)

Kafenion/ Entrance

10 x 10 size booth ($1,300)

10 x 20 size booth ($2,000)

The following booth items are provided at no additional cost.

Two 8’ banquet tables and one 6’table and linen table cloths for each 10x10 booth.

Four 8’ banquet tables and two 6’ tables and linen table cloths for 10x20 booths.

Two folding chairs will be provided with each booth regardless of size.

Additional tables and table cloths can be provided at an additional cost. NOTE: each additional table must be accompanied by a linen table cloth at $15 each.

Two 8’ banquet tables ($5 per table) # of additional tables: \_\_\_

6 foot banquet table ($5 per table) # of additional tables: \_\_\_

Linens @ $15 each# of additional lines (should correspond to additional tables): \_\_\_

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

Special Requests: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Official Rules for Vendors
2020 Oakland Greek Festival**

**To ensure a pleasant and successful weekend for everyone involved, all exhibitors are expected to conduct themselves in a professional manner.**

**Please read and initial each item.**

1. The 2020 Oakland Greek Festival, the “Festival”, will be presented by the Greek Orthodox

Cathedral of the Ascension, on May 15th, 2020 from 10am- 11pm, May 16th, 2020 from 10am-11pm, 2020, and May 17th, 2020 from 11am- 9pm, **Initial**:\_\_\_

1. **Vendor agrees** that, if accepted by the Oakland Greek Festival, the Festival is under noobligation to rent booth space to the Exhibitor in future Festivals.

**\* Booth locations will be rented and assigned in accordance with the best interest of the Festival, which the Executive Committee at its sole discretion shall have the right to decide. Initial**:\_\_\_

1. **Vendor agrees** that **NO** food shall be handed out whether packaged or not (including waterand candy) unless approved by the Vendor Chair. **This is a Health Code Ruling**. **Initial**:\_\_\_
2. **Vendor agrees to occupy booth space as assigned, and to be open and staffed during all regular Festival hours.** In the event that the Vendor does not occupy or staff said space, theFestival is expressly authorized to occupy or cause said space to be occupied in such a manner as it may deem best for the interest of the Festival without any refunds or allowance whatsoever to the Vendor and without in anyway releasing the Vendor from any liability there under. The Vendor also agrees not to sublet or apportion said space to anyone else. **Initial**:\_\_\_
3. **It is the sole obligation of the Festival to provide only the approved booth SPACE, tables, chairs, and linens in accordance with what is stated above. The Vendor agrees that all other goods will not exceed the approved space given.** Each booth space will be supplied witha tent and items requested before the May 1st deadline. The Festival is not obligated to provide other services of any nature. **Initial**:\_\_\_
4. **Vendor shall be liable** for delivery, handling, erection and removal of his/her own displaysand equipment. All displays, merchandise, equipment and staff **must be contained within the** **assigned booth space**. NO amplified music,walkway solicitation or “barking” is allowed.

Staff/Personnel must remain INSIDE your area. **Initial**:\_\_\_

1. The Vendor understands that the **Festival is not liable for any items that are lost or stolen** during set-up, take down, or the duration of the Festival. **Initial: \_\_\_\_**
2. **The Festival will not be liable** for refunds or any other liabilities whatsoever for failure tofulfill this contract due to acts of nature, statutes, ordinances or any legal authority, or any other cause beyond the Festival’s control. REMEMBER: The event happens regardless of weather. **Initial**:\_\_\_

1. **All pertinent Fire Codes, laws, ordinances and regulations** pertaining to health, fireprevention and public safety shall be strictly obeyed. Nothing shall be nailed, stapled, taped or otherwise fixed to any community or private property. **Initial**:\_\_\_
2. **Vendor will be required** to have any and all business licenses, permits and requisiteinsurance that are needed for his/her operation. Upon selection, the vendor must supply this information. **A Certificate of Insurance, stating minimum coverage of One Million Dollars ($1,000,000) of General Liability Insurance coverage naming the Greek Orthodox Cathedral as an “additional insured” MUST be supplied** with application in order to be considered. **Initial**:\_\_\_
3. **Vendor agrees to the Festival’s “no mati” policy** and agrees to not sell any merchandisethat includes or resembles a “mati” or “evil eye.” **Initial**:\_\_\_
4. **Payment Terms:**(1) Applicants must submit a $500 deposit in the form of a check, moneyorder or credit card with their application for booth space by Thursday, April 16th.

(2) Checks will be deposited upon acceptance.
(3) Applications received without full deposit payment & required forms will not be considered and returned to sender. The remainder of the balance will be paid **IN FULL by Friday, May 8th** or their booth location will be forfeited. **Initial**:\_\_\_

1. **Vendor** agrees to obtain written permission from the Festival prior to using the Oakland

Greek Festival logo or any logo from the Festival’s website in connection with their business.

**Initial**:\_\_\_

1. **Vendor** agrees to allow the Festival to use their photos and application materials forpromotional purposes. **Initial**:\_\_\_
2. **This Contract** constitutes the entire contract between parties and no waivers, modificationsor amendments shall be valid unless written upon or attached hereto and shall be approved in writing by the Oakland Greek Festival. **Initial**:\_\_\_

I hereby apply for booth space in th**e 2020 Oakland Greek Festival May 15th, 16th and 17th. I** **have** read all of the rules governing the event and agree to abide by these and all Festival rules. Iunderstand that there are no refunds.

**Applicant Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Business Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application Checklist:**

\_\_\_ Application Form (signed front & back)

\_\_\_ Check/Money Order/Credit Card

**Mail Application Materials To:** Greek Orthodox Cathedral of the Ascension - Oakland Greek Festival Attn: Vendors
4700 Lincoln Ave.

Oakland, CA 94602

**Website:** www.OaklandGreekFestival.com

**Vendors Chair:** Yanni Tzagarakis

**Email:** oaklandgreekfestival@gmail.com

**Phone: 510-531-3400**

PLEASE MAKE CHECKS PAYABLE TO :

“Oakland Greek Festival”

**APPLICATION**

**DEADLINE:**

**POSTMARKED BY**

**THURSDAY, April 9th ,**

**2020**