

**CELEBRATE**  
**SUNDAY, MAY 7, 2017**  
**AT WEBER POINT IN**  
**221 N. CENTER STREET**  
**STOCKTON, CALIFORNIA**  
**FROM 10 AM - 6 PM**



**FOOD • DRINKS • GAMES**  
**LIVE MUSIC • DANCING**  
**ARTISAN CRAFTS & GOODS**  
**FUN FOR KIDS • CONTESTS**  
**LIVE ENTERTAINMENT**  
**HEALTH SCREENINGS**

BENEFITTING THE PROGRAMS & SERVICES OF  
**EL CONCILIO**  
BUILDING STRONGER COMMUNITIES TOGETHER

## VENDOR BOOTH APPLICATION

Come join the Central Valley's largest, annual Cinco de Mayo Family Fiesta!

El Concilio is excited to invite your participation at this year's annual **2017 Cinco de Mayo Family Fiesta** at the **Weber Point Event Center**, in downtown Stockton on **Sunday, May 7, 2017**.

This celebration brings our communities together to honor and recognize our rich and wonderful tapestry of diversity. The event attracts families throughout the Central Valley with over 15,000 + attending last year! It's a great way to reach the Latino community and share products, services, and information.

Booth Application will be reviewed for participation before being approved. We take pride in having a variety of various booths. El Concilio is limiting booths types. The sooner you sign up, the better chance you have of reserving a booth. A late application may be considered depending on space availability, and a late fee of \$50.00 will be assessed. If your application is not approved, your checks will not be processed.

Space Reservation: 10' x 10' space. El Concilio will provide one table and two chairs. You must bring your own canopy and extra chairs if you need more. Vendors will be given a maximum of 4 passes for employees/ volunteers.

**If you have any questions please contact Annette Sanchez at 209-644-2627 or [asan@elconcilio.org](mailto:asan@elconcilio.org)**

### The 2017 EL CONCILIO ANNUAL CINCO de MAYO FAMILY FIESTA

So that we may properly reserve your booth space, please check your booth type and fees. Be sure to return this form and your check(s) by the deadline: **Friday, March 3, 2017**

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

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

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

**Referred by:** \_\_\_\_\_

Description of booth, information, handouts or food if any  
 \_\_\_\_\_  
 \_\_\_\_\_

Circle One: Need Electricity? Yes/ No

Booth Space Type:  
 Vendor (\$350)  
 Exhibitor/Info. (\$300)  
 Non-Profit (\$200)

Additional Fees:  
 Cleaning Dep. (\$100)  
 Late Fee (\$50)  
 (after March 3, 2017)

\$ \_\_\_\_\_ TOTAL

**All vendors require a \$100 for cleaning deposit (separate check, refundable when area is left cleaned).**

**Checks Payable to:** El Concilio. Mail To: attn. 5 de Mayo, 224 S. Sutter St., Stockton, CA 95202

**Non-profit must include a copy of 501c3 form.**

Payment Type, circle one: Check/Credit Card/Cash      Total Amount: \_\_\_\_\_      Check number: \_\_\_\_\_

**Or FAX Visa or Master Card Payment to: 209.644.2642 attn. 5 de Mayo**

Name of Credit Card Holder: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Credit Card number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ SC# (back of card): \_\_\_\_\_

# CINCO DE MAYO REGULATIONS

## FEES & PERMITS: (ALL paperwork must be turned in with the application before March 3<sup>rd</sup>)

1. Festival Vendor Booth Fee
2. Separated cleaning deposit check out in the amount of (\$100.00) (The Check will be returned to you after event).
3. Health Permit (**Food Vendors only**)
4. Form 501c3 (**Non- Profit**)
5. Current Sellers Permit: (One day permits are available through the City of Stockton located at 425 N. El Dorado Street Stockton, CA 95202)
6. A copy of Liability Insurance. Contact your insurance carrier and ask for a certificate of insurance and endorsement in the amount of \$1-2 million dollars adding El Concilio and the City of Stockton. (ACCEPTABLE language for all policies and endorsements should read); **El Concilio and the City of Stockton, its Mayor, Council, officers, representatives, agents, employees, and volunteers.**

**All vendors are required to complete a vendor form and pay a one-time fee of \$50.00 to the City of Stockton by no later than Friday April 28, 2017.** You must be in good standing with the City of Stockton in order to participate in this event. It is your responsibility to submit the vendor application/form and pay the one-time fee of \$50.00 to the City of Stockton before the event date.

Please **READ CAREFULLY!** You are responsible for and are required to understand and abide by all the rules and regulations. (These instructions are in place to protect everyone participating and required by the police department and our insurance company).

1. No one can predict weather; rain or shine the show goes on. There are no refunds or credit for booth space.
2. Set up time begins at 7 AM. All vendors must unload at their assigned space and then park their vehicles outside of the park. They must be set up by 9:30am. **All vehicles must be out of the park by 9:00 AM, No Exceptions. You may not drive in after 9:00 AM due to the parade.** (Streets will be closed). You are welcome to come a day before Saturday May 6<sup>th</sup> between 12:00- 5:00 pm to unload your materials.
3. Your space number will be found on the signs placed along the park. REMEMBER: **You must bring your own Canopy.** We will provide each vendor with one (1) table and two (2) chairs.
4. If your food involves heat, grills, and/or barbecues, then a wooden board MUST be placed under your equipment to protect the lawn parking area. Remember, if you require electricity, you MUST provide your own electrical cords, as well as additional tables/chairs. **All food booths must have Fire Extinguishers.**
5. Food Vendors: The Health and Fire department will review your booth, once your booth has been completely set up. (Enclosed you will find a Health Department form that needs to be filled out and returned with the application before March 3, 2017.)
6. Vendors will not be allowed to move the day of the event unless they have been placed next to a vendor or across from a vendor selling the exact same item. **WE DO NOT PROMISE EXCLUSIVITY** we will do our best to use common sense when assigning spaces.
7. No vendor will be allowed to take down their booth before 6 PM. All vendors must be packed up and out of the Park by 7 PM.
8. Vendors are not permitted to distribute flyers, cards, handbills, or any printed material outside their booth space. No walking around distributing information as this creates massive trash clean-up issues.

**TO ALL VENDORS: EL CONCILO HAS EXCLUSIVE ON WATER AND SODAS, NO ONE ELSE WILL BE ALLOWED TO SELL THESE ITEMS.**

Thank you for your support, cooperation, and participation in this year's event. Should everyone follow these guidelines, everything will run smoothly. Prepare yourself for sunshine, great music, and a great day to share with the families of San Joaquin Central Valley.

Respectfully,

**El Concilio**

445 N. San Joaquin Street  
Stockton, CA 95202