



The 2018 EL CONCILIO CINCO de MAYO FAMILY FIESTA

VENDOR INVITATION

Come be a part of El Concilio's 50th Anniversary Yearlong Celebration!
Join the Central Valley's largest annual Cinco de Mayo Family Fiesta

We are excited to invite you to be a part of our annual Cinco de Mayo Family Fiesta at the Weber Point Event Center, in downtown Stockton on Sunday, May 6, 2018 from 10am - 6pm.

The fiesta kicks off our yearlong 50th Anniversary Celebration, as we bring our communities together to honor and recognize our rich and wonderful tapestry of diversity.

The event attracts families throughout the San Joquin Central Valley with over 17,000 attending! It's a great way to reach the Latino community and share products, services, and information.

Take advantage of our Early Bird Registration Rate and save through March 13, 2018.

Space Set Up: You will be allocated a 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. If you do not have your own canopy, we can supply a canopy to you for a separate fee.

Vendors will be given a maximum of 4 passes for their booth staff.

For more information:

FOOD VENDORS contact Lupe Mena at 209.337.7505

INFORMATIONAL, EXHIBITORS & NON-PROFITS contact Silvia Halverson at 209.644.26



VENDOR REGISTRATION

REGISTRATION PACKAGES

FOOD VENDORS

Includes a 10' x 10' space, enclosed canopy, one table and two chairs. You supply extra chairs if needed.

INFORMATIONAL / EXHIBITOR BOOTH

Includes a 10' x 10' space, one table and two chairs. You supply your own canopy and extra chairs if needed.

NON-PROFIT AGENCIES *

Includes a 10' x 10' space, one table and two chairs. You supply your own canopy and extra chairs if needed.

OPTION: CANOPY RENTAL

Available to informational exhibitors and non-profits.

EARLY BIRD

Feb 1 - March 13, 2018

\$350.00

plus \$100 refundable cleaning deposit

\$300.00

plus \$100 refundable cleaning deposit

\$200.00

plus \$100 refundable cleaning deposit

\$350.00

STANDARD

March 14 - April 13, 2018

\$400.00

plus \$100 refundable cleaning deposit

\$350.00

plus \$100 refundable cleaning deposit

\$250.00

plus \$100 refundable cleaning deposit

\$350.00

VENDOR APPLICATION

Company: _____ Contact: _____

Phone: _____ Email: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

> Description of booth, information, handouts or food if any _____

> Do you need access to electricity? (Circle one) YES/NO You must supply your own power cords.

> What kind of booth are you? (Circle one) FOOD | INFORMATIONAL/EXHIBITOR | NON-PROFIT

REGISTRATION FEE TOTAL

Your registration and payment by be received NO LATER THAN APRIL 13, 2018

10x10 Space \$ _____ + Cleaning Deposit \$100.00 + Canopy Rental \$ _____ = \$ _____

NOTE: If you are paying by check, please submit a separate Cleaning Deposit Check.

Checks Payable & Mail to: El Concilio. attn. 5 de Mayo, 445 N. San Joaquin Street, Stockton, CA 95202

*** Non-profits must include documentation showing 501c3 status.**

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 On Card: _____

Address: _____

City: _____ State: _____ Zip: _____

Card #: _____ Exp. Date: _____

SC#(back of card): _____

Booth Applications are subject to approval. We take pride in having a variety of various booths. El Concilio limits booth types.



VENDOR REGULATIONS

FEES & PERMITS: (ALL paperwork must be turned in with the application on or before April 13, 2018)

1. Festival Vendor Booth Fee
2. Separate 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- Profits)
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 13, 2018. 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 5th 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 barbeques, 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 23, 2018).
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