

## 2022 CARMEL VALLEY FIESTA STATEMENT OF POLICY

*RETAIN FOR YOUR RECORDS*

APPLICATION DEADLINE: Applications must be received in the Carmel Valley Fiesta (CVF) office no later than July 1st in order to be considered for participation. Returning applicants will be given priority until July 1<sup>st</sup> and then spaces will be filled from waiting list. The full fee must accompany your application. Note that there is a discount for getting your application in before June 1st.

1. REJECTION POLICY: The CVF reserves the right to reject any application with a full refund.

2. APPLICATION CANCELLATION: Cancellations will be accepted through July 1<sup>st</sup>. and 50% of the fee will be refunded. NO REFUNDS WILL BE MADE AFTER JULY 15, 2022.

4. FINAL SELECTION: The CVF reserves the right to make final selection of all arts/crafts and concessions based on suitability, merchandise, space available, balance of food types and beverages. Due to space limitations, only 60 spaces are available.

5. PORTIONS AND PRICES: Portions and prices must be approved in writing by the CVF.

6. SPACE LOCATION: Vendor booth spaces are assigned by CVF. **You will receive your booth number when you arrive to set up. No changes may be made to booth assignments.**

7. CHANGES: No changes of approved prices or size of portions served or substitutions of menu items will be allowed.

8. COMMERCIAL OR IMPORTED ITEMS WILL BE LIMITED at the discretion of the Fiesta committee. No knives or other weapons are allowed. The CVF reserves the right to close down any vendor who does not adhere to these rules.

**9. THE CARMEL VALLEY FIESTA VENDOR AREA IS A NON-SMOKING AREA. NO SMOKING IS PERMITTED IN OR AROUND VENDOR BOOTHS. SMOKERS MUST LEAVE THE VENDOR AREA.**

10. HEALTH DEPARTMENT: Food booths will be inspected by a representative from the Monterey County Health Department. A fee is required of each food booth ten (10) days in advance of the Fiesta. Check the Health Department's site: [www.mtyhd.org/images/stories/Environmental\\_Health/ConsHealth/forms/Temp\\_Food\\_App\\_Packet\\_rev\\_8-2011.pdf](http://www.mtyhd.org/images/stories/Environmental_Health/ConsHealth/forms/Temp_Food_App_Packet_rev_8-2011.pdf). The form and fee should be mailed or delivered to: Monterey County Health Department, 1200 Aguajito Road, Monterey, CA 93940 by July 1st. The phone number is (831) 647-7654. Vendors are responsible for ensuring these requirements are met. Please contact the Health Department for further information.

11. WINE VENDORS: Wine vendors must obtain a license and separate proof of insurance to sell wine from the Alcoholic Beverage Control Department, located at: 11 W. Laurel Drive, Suite 43, Salinas, CA 93906. The phone number is (831) 443-3001.

**12. SALES TAX: VENDORS ARE REQUIRED TO COLLECT AND PAY ALL TAXES. YOU MUST PROVIDE YOUR LICENSE NUMBER WITH YOUR APPLICATION IN ORDER TO BE APPROVED.**

13. NON-TRANSFERABLE: Vendor space may not be transferred to another vendor without written permission from the CVF.

14. EXCLUSIVITY: **The CVF does not guarantee to any vendor the exclusive right to sell any product. The CVF does retain the exclusive right to sell certain products.**

15. USE OF CVF LOGO: The CVF reserves the right to use the official logo of the CVF exclusively.

16. INSURANCE: Food and Game Attraction Vendors must provide proof of liability insurance naming **Carmel Valley Kiwanis Foundation as Additionally Insured.**

17. PREPARATION OF FOOD: All food shall be prepared on site and no food or any part thereof shall be prepared offsite without prior written approval of CVF and the Monterey County Health Department.

18. BOTTLES AND CANS: Recycling barrels are placed around the park for disposal. Food vendors are encouraged to serve beverages in paper cups. Carmel Valley Kiwanis is committed to making our festival a green sustainable event and encourage use of compostable utensils and serving dishes.

19. FIRE PROTECTION: Food vendors must have a fire extinguisher available in their booth or space at all times during the Fiesta.

20. ADVERTISING: All advertising in any form must be approved by the CVF in advance.

21. MOVE IN: Vendors may set up on Friday, August 5<sup>th</sup> from 2:00 P.M. to 5:00 P.M., and/or Saturday, August 6<sup>th</sup>, from 7:00 A.M. to 9:00 A.M. Overnight security will be provided on Friday and Saturday. All setup must be complete, and vehicles clear of the park area, by 9:00 A.M.

22. MOVE-OUT: Vendors may dismantle and move out on Sunday, August 7<sup>th</sup>, from 4:00 P.M. to 6:00 P.M.

23. HOURS OF OPERATION: The CARMEL VALLEY FIESTA is open to the public from 10:00 A.M. to 6:00 P.M. on Saturday, August 6<sup>th</sup>, and 10:00 A.M. to 4:00 P.M. on Sunday, August 7<sup>th</sup>. Vendors are required to be open for business the entire advertised time of the Fiesta.

24. VENDOR PARKING: Each vendor is guaranteed ONE vehicle pass. Vendor parking will be in designated areas. Vehicle passes must be displayed on dashboards. Old passes will not be accepted!

25. LOST, STOLEN OR DAMAGED ITEMS: Vendor agrees the CVF and Carmel Valley Kiwanis Foundation, its Board of Directors and Staff, will not be responsible for any lost, stolen or damaged materials, merchandise and/or property.

26. WIND, RAIN, COLD, ETC: Wind can come up in the afternoons, plan to use weights for your canopy. Vendors agree that the CVF and Carmel Valley Kiwanis Club, its Board of Directors and Staff, will not be responsible for loss caused by rain, fog, cold or other elements of nature.

27. LIABILITY: The vendor expressly agrees to indemnify and save the CVF and Carmel Valley Kiwanis Club, its officers, and agents, volunteers and employees, harmless from any and all claims for loss, damage, injury or liability of whatsoever nature and however the same may be cause

VENDORS RETAIN THE RESPONSIBILITY FOR ANY AND ALL PERMITS ASSOCIATED WITH DISPLAY AND RESALE ACTIVITY. THE CVF RESERVES THE RIGHT TO MAKE CHANGES DEEMED NECESSARY AT ANY TIME.

**CARMEL VALLEY KIWANIS FIESTA** P.O. Box 1499, Carmel Valley, CA 93924 (831) 298-0018