

Retail Vendor Application



For Mardi Gras in the Gaslamp 2012

Tuesday, February 21, 2012 6:00 p.m. to Midnight (21 & up only)

“RETAIL – non food” **\$500 + \$100 deposit**
ALL ACCEPTED VENDORS RECEIVE

- ◆ 10 x 10 space. Vendors must provide their own rentals (tent, walling, tables, chairs, clip light and fire extinguisher). If vendor does not have own tenting they may rent tenting from Raphael’s Party Rentals (*for more information please see attached memo*)
- ◆ Power will not be provided. (note: If you require additional power there will be an additional fee.)
- ◆ The opportunity to sell or highlight your product at the Festival.
- ◆ Four vendor passes to the event – **Your staff must be 21 and up! No exceptions!**

NOTE: McFarlane Promotions, Inc. and the GQA will make every effort to spread out vendors with similar products in different areas; however, there are no exclusive categories and we CANNOT guarantee that you will not be placed next to vendors with similar products. Space is limited and based on a first come first serve basis. No Exceptions.

TERMS AND CONDITIONS FOR ALL VENDORS

1. Booth location to be determined by McFarlane Promotions, Inc. and the GQA
2. Check in time begins at 10:00 AM and Vendors must be completely set up by 4:00 PM for the Fire Marshall walk through.
3. Vendors are required to be open from 6:00 p.m. to Midnight **CLOSING BEFORE THE END OF THE EVENT OR STAYING OPEN AFTER THE EVENT IS STRICTLY PROHIBITED AND IS GROUNDS FOR EXCLUSION FROM PARTICIPATION AT FUTURE EVENTS or LOSS OF DEPOSIT.**
4. All vendors must use booth space provided. No other booths / set-ups are allowed without prior approval of McFarlane Promotions, Inc. or GQA
5. Mardi Gras reserves the right to allow strolling carts as a paid vendor within the venue.

6. All business and other activity, for which the vendors have rented space, must be conducted within the designated booth space only! No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival grounds.
 7. Vendors must post prices in a legible manner and in a visible space within their booth.
 8. The sale of alcoholic beverages of any kind is strictly prohibited. Additionally, due to sponsorship and contractual arrangements, only sponsor related water & beverages in plastic bottles or cups will be allowed to be sold. Any failure to comply with these beverage rules may result in expulsion from the event.
 9. Consumption of alcoholic beverages by vendors, volunteers or employees of vendors at their booth is prohibited. Any failure to comply with these beverage rules may result in expulsion from the event.
 10. Beads of any kind in booth for sale are strictly prohibited, due to contractual arrangements. Any failure to comply with this bead rule may result in expulsion from the event.
 11. Vendors must provide trash & recycling receptacles for waste generated by their booth. ***Improper trash disposal is grounds for exclusion from participation at future events or loss of deposit.***
 12. You are required to obtain and display all necessary permits and / or licenses. ***McFarlane Promotions, Inc. and the Gaslamp Quarter Association are not liable and will not refund any fees or deposits.***
 13. Each vendor will be responsible for all of his / her own merchandise or equipment. McFarlane Promotions, Inc. and the Gaslamp Quarter Association will not be liable for any lost, stolen or misplaced merchandise or equipment at the event.
 14. **INSURANCE:** You must provide proof of general liability insurance naming McFarlane Promotions, Inc., The Gaslamp Quarter Association and the City of San Diego as additionally insured. ***All insurance must be submitted by February 14, 2012.***
 15. **DEPOSIT:** You must provide a deposit of \$100 for cleaning and equipment damage. Deposits returned by check, less any expenses incurred, and mailed within 5 days of the event.
 16. **REFUNDS:** Your booth fee is NON-REFUNDABLE, regardless of booth placement, sales or competing vendors.
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“RETAIL – non food”

\$500 + \$100 deposit

Company Name: _____

Contact Person: _____

Day Phone #: _____ Evening Phone #: _____

Fax #: _____

Cell Phone # or pager for the day-of (required): _____

Address: _____

E-mail Address: _____

I would like to purchase _____ amps of power **for an additional fee of \$125.00** per additional 15 amp circuit.

Complete description & prices of products you will be selling:

TO PROCESS YOUR APPLICATION WE MUST RECEIVE A COMPLETE LIST WITH PRICES AND ITEMS YOU INTEND TO SELL. ONCE THE APPLICATION IS ACCEPTED THE LIST CANNOT CHANGE WITHOUT WRITTEN APPROVAL OF MCFARLANE PROMOTIONS, INC.

Vendor fee may be paid in cash or check. **Check must be made out to The Gaslamp Quarter Association** and mailed to 656 Fifth Avenue, Suite B San Diego, CA 92101. Entry fee must be received by Monday, January 30, 2012. *Acceptance of application & vendor does not constitute acceptance. McFarlane Promotions, Inc. will confirm acceptance no later than 72 hours after receipt of all required documents, fees & deposits.

I hereby warrant and confirm that the above information is, to the best of my knowledge true and correct and further certify that I have read all of the information provided in this application.

Signature _____ Title _____ Date _____

Your signature above represents your understanding and agreement to all terms stated above.

Please complete and fax back to (619) 233-0898 or mail to McFarlane Promotions, Inc.
Attn: VENDING 656 5th Ave. Ste. B, San Diego, CA 92101

Space is limited and based on a first come first serve basis.

Storm Water Policy

Only rain water is allowed in storm drains!

At no time is trash, debris, grease, ice, or any type of liquid to enter a storm drain. These drains are connected to the ocean, which means that any trash or liquid that goes down the storm drain automatically becomes pollution. It does not matter if it is "just wáter." If it is not rain wáter, it is not allowed in the storm drain.

San Diego Municipal code 43.0301 makes it illegal to pollute storm drains. Vendors must dispose of all pollutants such as trash, dirt, unfinished beverages and any other type of trash in the proper manner. Failure to comply with Storm Drain protection WILL result in forfeiture of deposit and/or citations by city officials.

Please sign if you have read and understand this page:

Signed: _____

Print Name: _____

Date: _____



Vendor Memo

If you need to order rentals for the event please call Raphael's Party Rentals @ 858-689-7368 and speak to Charlene.

If you have any further questions, please don't hesitate to call McFarlane Promotions, Inc. at 619-233-5008.

Thank You!

McFarlane Promotions, Inc.



FROM: Laurel McFarlane – Phone: 619- 233-5008 / Fax: 619-233-0898

RE: **Mardi Gras 2012**

We need to get additional insurance from you by ASAP. Listed below are the names and contact information of the business that need to be additionally insured, with the 30 day insurance cancellation noted on certificate, for \$1,000,000 for Mardi Gras 2012 listing the dates February 21 and February 22, 2012. *You must also include the endorsement policy and it must list the below organizations on it or reference the policy number on it.* Per the City of San Diego, are also required to have you have the 'Worker's Compensation Statutory Limits' box checked (regardless of your coverage amount). If you use a different insurance company for your workers compensation you are required to provide that coverage as well. Please fax us back the additional insurance with copies for each holder. ***Failure to return the insurance by the above date will effect your participation in this event.***

Please send all the copies of the insurance to McFarlane Promotions. If you have any questions please call. Thanks for your help.

Additional Insurance Naming:

Gaslamp Quarter Association
614 Fifth Ave – Suite E
San Diego, CA 92101
Phone: 619-233-5227

McFarlane Promotions, Inc.
656 Fifth Ave, Ste. B
San Diego, CA 92101
Phone: 619-233-5008
Fax: 619-233-0898

ON A SEPARATE CERTIFICATE:

City of San Diego
Scott Davidson
1200 Third Ave, Ste. 1000
San Diego, CA 92101
Phone: 619.236.6581
Fax: 619.236.6106

In the Description Section You Must State: The City of San Diego and its respective elected officials, officers, employees, agents and representatives are additional insured as required by contract with respect to Mardi Gras 2012.

NEW CITY REQUIREMENT 2009! Your endorsement policy that comes with your certificate must name the City of San Diego on the endorsement, not just a blanket policy. See Attached example.