



Venice Eco-Fest 2010

155 Entrada Drive #8, Santa Monica, CA 90402

Exhibitors call: (888) 295-8372 / EarthDayLA@yahoo.com

Fax applications to: (310) 496-1557 www.VeniceEcoFest.org

A Project of Venice Chamber of Commerce, 501(c)(5) TID 95-6419214



“Venice Eco-Fest,” Saturday, July 10, 2010, 10am – 6pm

The Venice Chamber of Commerce and Earth Day Los Angeles present “Venice Eco-Fest 2010 - Venice Beach Music and Arts Eco-Festival”, on Saturday, July 10, 2010, 10am–6pm on the world famous Venice Beach. The festival, in the area of the Venice Plaza & Recreation area at the end of Windward Avenue, will include 100 booths, solar sound, food court, art gallery exhibit, interactive children’s/family play area, and Health & Fitness demos on Muscle Beach Stage.

Exhibitor Application

Organization (Please indicate exactly how you would like your booth sign and listing to read: type or print clearly):

Fill in the contact information you would like printed in the Venice Eco-Fest Program booklet:

Phone _____ Email _____ Website _____

The following will not be printed in the Venice Eco-Fest Program booklet:

Address _____ City _____ State _____ Zip _____

Contact person _____ Title _____

Phone (days) _____ (cell) _____ Email _____

Person staffing the booth (if different) _____ Title _____

Phone (days) _____ (cell) _____ Email _____

Please give a brief description of your organization/company and attach or email material about it: _____

Our organization/company will be carbon neutral by (date) _____. [Ask EarthDayLA@yahoo.com to find out how]

Please describe your proposed exhibit. Hands-on activities, demonstrations and interactive exhibits will receive priority. (Use extra sheet if necessary): _____

Exhibits: A standard booth area is 10’ x 10’, however, exhibit spaces of any size can be requested for additional fees. You can bring your own canopy or tent (as long as it has a visible State of California Fire Marshal Badge certifying it as fire-retardant). (A certificate is not required for umbrellas, however, umbrellas must be secured against tipping by a minimum 25-pound base weight.) You also can bring your own tables and chairs. **If you bring all your own equipment, you may rent a Full Booth exhibit space (not a half booth or umbrella space) for \$100 less than the prices on the next page. ALL FEES MUST BE PAID PRIOR TO ARRIVAL ON JULY 10. A LATE FEE OF \$50 WILL BE APPLIED AFTER JUNE 25.** All exhibitors will be listed with contact information in the Venice Eco-Fest Program booklet.

Do you have any other special needs? Please describe: _____

Will you be selling anything? No ___ Yes ___ If yes, an additional \$50 fee is charged. Also list sale items below & attach descriptions or provide web address. Also enclose a copy of your sales tax certificate or exemption form.

Deadline: Please provide payment and application ASAP to assure your spot in the Festival. ALL applications need to be reviewed and processed. Receipt of application does not necessarily guarantee acceptance of application. This application and payment must be postmarked by June 25, to avoid a late fee.

Full Booth: 10' x 10' Exhibit Space (fee includes canopy, one 8 ft. table, white plastic table cover, and 2 chairs)

	Small	Medium	Large
<u>GROSS annual revenues</u>	<u>less than \$100,000</u>	<u>\$100,000 - \$1 million</u>	<u>over \$1 million</u>
Non-profit organization:	\$350	\$400	\$450
Commercial organization:	\$550	\$900	\$1500

Half Booth: 10' x 5' Exhibit Space (10'x10' canopy shared, with 8 ft. table and white table cover, and 2 chairs each)
(Venice Eco-Fest will assign you a booth partner.)

	Small	Medium	Large
<u>GROSS annual revenues</u>	<u>less than \$100,000</u>	<u>\$100,000 - \$1 million</u>	<u>over \$1 million</u>
Non-profit organization:	\$200	\$225	\$275
Commercial organization:	\$300	\$500	\$1000

Umbrella Add \$50 to Half-Booth fees (includes a 10' diameter umbrella, 8 ft. table, white table cover, and 2 chairs)
(Note: You cannot hang banners, etc. from the umbrella, but you can from the booth canopy.)

Automobile/Vehicle on Display: Please add one additional booth fee from schedule above for each display vehicle.

Additional Equipment Rental: Chairs: \$5 each Tables: \$30 each (includes white plastic table cover)

Electricity (maximum 500 watts): \$50 for full booth, \$25 for half booth/umbrella/table, # watts requested: _____

Figure payment: "X" which type of booth: Full Booth _____ Half Booth _____ Umbrella _____

Exhibit Space Fee (from above chart): _____ + Vehicle display fee if applicable _____ = \$ _____

If selling items from your booth (clothes, jewelry, food etc.), you must add \$50 Retail Fee: = \$ _____

Additional Equipment fees:

Electricity + \$ _____ + # _____ Tables x \$(30) _____ = \$ _____ + # _____ Chairs x \$(5) _____ = \$ _____ = \$ _____

Add \$50 Late fee (after June 25): \$ _____

Sub-Total: \$ _____

If paying by credit card, calculate and add 3% on sub-total: \$ _____

Sub-Total: \$ _____

Subtract \$100 off the FULL Booth Price if bringing own canopy/table/chairs: \$ _____

TOTAL: \$ _____

Name of Venice Eco-Fest representative who referred you: _____

Venice Eco-Fest (VEF) and Earth Day LA (EDLA) reserves the right to alter, modify, add, delete, or change the benefits and/or events described, based on funding received and to reject Exhibitors deemed inappropriate to support environmental events and activities. Receipt of application and payment does not guarantee acceptance of application. We request that exhibitors not sell resale/commercial merchandise that will be in direct competition with the Ocean Front Walk merchants who are our sponsors. Venice Eco-Fest is a public exhibit and reserves the right to refuse exhibit space to anyone.

I hereby certify that I and my organization/company shall defend, indemnify, and hold harmless the Venice Chamber of Commerce (VCC), VEF, and EDLA and their boards, commissions, officers, agents, volunteers, and employees [the Organizers] from and against any and all loss, damages, liability, claims, suits, costs and expenses, whatsoever, including reasonable attorney's fees, regardless of the merit or outcome of any such claim or suit, resulting from the alleged acts or omissions of my organization, its officers, agents, employees, or volunteers in connection with the event or activity. Nothing contained herein shall be construed as obligating my organization to indemnify the Organizers for losses resulting from sole or active negligence or willful misconduct by the Organizers. **I understand the event takes place in a public space and that I am responsible for protecting my possessions at all times.** Exhibitor agrees to abide by all applicable laws, ordinances, and regulations pertaining to health, fire prevention, public safety, business licenses, sales tax permits, and applicable liability insurance, including liability insurance for food booths.

VEF will go on "rain or shine." **VEF** will not be liable for refunds or any liabilities for the disruption of the festival due to reasons of enclosure in which the Festival is to be produced, being before or during the Festival, destroyed by fire or other calamity, an Act of God, statutes, ordinances or any other cause. I understand that a full refund may not be granted after July 7, 2010, and after that date partial refunds may be available at the discretion of the Organizers. I agree to contact the Organizers immediately if I, or my company cannot participate for any reason.

I hereby grant to VCC, VEF, & EDLA, and their legal representatives and assigns, the irrevocable and unrestricted right to use and publish photographs of me, or in which I may be included, for editorial, trade, advertising, and any other purpose and in any manner and medium; to alter the same without restriction; and to copyright the same. I hereby release VCC, VEF, EDLA and their legal representatives and assigns from all claims and liability relating to said photos/video/film.

By submitting this form, I acknowledge and agree that I have read and agree with all terms and conditions set forth.

Signature _____ Title _____ Date _____

Return application with payment 1 of 3 ways:

- 1) Mail application with **check** payable to: **VCC/Venice Eco-Fest**, 155 Entrada Drive, #8, Santa Monica, CA 90402
- 2) **Scan/email application to earthdayla@yahoo.com**, and **pay by credit card by calling: (888) 295-8372.**
- 3) **Fax to 310-496-1557**, and **pay by credit card by calling: (888) 295-8372.**

ExhibVEF2010_v5 for Office Use Only: Date Received _____ Amount \$ _____ CC or Check # _____

Venice Eco-Fest 2010 Food Vendors-

- 1) To cook or sample food at the event, please fill out the following **Temporary Event Food Stand App** – for your individual Health Permit. Follow instructions below.

THINGS TO KNOW

Venice Eco-Fest is obtaining an overarching Health Permit for the event, however, each individual exhibit booth serving or giving away food in any form is required to contact the Environmental Health Department and obtain a Food Stand Health Permit for the day.

IF YOU ALREADY HAVE A PERMIT

You may already have a permit that will apply for this event, but you must register it to be safe, or apply for one specifically for this event.

IF YOU NEED A PERMIT

All food stand permit requests can be handled by fax and mail this week. ALL Food Vendor applications and payments must be received by Inspector Hernandez at least a week prior to the event.

Fill out the Temporary Food Stand application enclosed and return with the fee to cover your individual booth's samples and giveaways.

Only money orders and cashier's checks are accepted.

CONTACT:

**Mr./Inspector Hernandez
Phone 310-665-8461
Fx 310-348-6402 or 03**

The Bureau of District Surveillance and Enforcement
West District
6053 Bristol Pkwy. #201
Culver City, CA 90230

Let him know exactly what you are planning on sampling, etc., a representative of their office DOES come out on event day to check us out.

Be sure to indicate in all phone conversations and on all faxes that this is in regards to the Venice Eco-Fest on Sat. July 10, 2010.

FINALLY

Once obtained, bring a copy of your permit to the event.

Email me that you have received this message and are in process, also with any questions.

Thank you.

Kacy Palmieri • Exhibits Director • earthdayla@yahoo.com

"Venice Eco-Fest" July 10, 2010

www.veniceecofest.org

888.295.8372 o • 310.849.9253 m • 310-496-1557 fax



COUNTY OF LOS ANGELES ♦ DEPARTMENT OF HEALTH SERVICES

PUBLIC HEALTH
ENVIRONMENTAL HEALTH
DISTRICT ENVIRONMENTAL SERVICES
WEST DISTRICT OFFICE



6053 BRISTOL PARKWAY, 2ND FLOOR
CULVER CITY, CA 90230
(310) 665 – 8450
FAX (310) 348 – 6402

Recommended form of payment: cashier's check or money order only

Plan and Application for Temporary Event Food or Beverage Stands

Name of Event _____ Date(s) _____
 Name of Stand _____ PHP/L # _____
 _____ Telephone _____
 Name of Owner _____
 Charitable / Tax Supported For Profit
 Proof of Tax Exempt Status Included (501c3)
 Mailing Address _____

FOODS

At no time will any food product be stored, prepared, washed or otherwise handled at home or other facility unless approved by Los Angeles County, Department of Health Services, Environmental Health Program.

List all foods to be served. Use a checkmark (✓) to indicate which foods will be commercially pre-packaged, prepared at the booth, or prepared in a location other than the booth. Also, if applicable, list the name, address and the Public Health Permit / License number of the establishment preparing those foods.

TYPE OF FOOD	COMMERCIALY PRE-PACKAGED	PREPARED AT BOOTH	PREPARED AT OTHER LOCATION	NAME & ADDRESS WHERE FOOD IS PREPARED	PUBLIC HEALTH PERMIT

If perishable / potentially hazardous foods are included in the above list is refrigerated / warmer provided? Yes No
If so, what type?

- Refrigeration Unit Cooler (Ice / Dry Ice) Other (Specify) _____
- Hot Holding Unit Dishes with sternos Other (Specify) _____

UTENSILS AND EQUIPMENT
(If only prepackaged food is sold, skip Part A and B)

Part A

Multi-use eating and drinking utensils (e.g. plates, glasses, silverware)? Yes No
 Multi-use kitchen utensils (e.g. scoops, spatulas, etc.)? Yes No

Utensil washing sink with hot and cold running water under pressure provided by:
 Promoter / Sponsor Food Stand Operator

Utensil washing sink:
 Health Department approval Yes No
 Method of liquid waste removal Waste Tank Connected to public sewage

HAND WASHING SINK
(If only prepackaged food is sold, skip Part A and B)

Part B

Hand washing sink:
 Portable Gravity (2 ½ gallon bottle with spigot) Paper towels and liquid soap

EQUIPMENT

Part C

List all equipment to be used at the event:

_____	_____
_____	_____
_____	_____
_____	_____

Food to be protected from customer contamination by:
 Sneeze Guards Only pre-packaged or Bottled Food or Drink
 Hinged Chafing Dishes Other (Specify): _____
 Prepared and handled out of the line of the customer serving area

FOOD STAND CONSTRUCTION AND EQUIPMENT

Materials to be used for floors, walls, and ceiling

Properly identify stand with name of business (3 inch letters), address and telephone number (1 inch letters).

****Note: Food stands with open food (incl. sampling) must be protected from dust contamination on 3 sides and top.**

Floor: Concrete Asphalt Other (Specify): _____

Wall: Screen Plastic / Tarp Other (Specify): _____

Ceiling: Canopy Plastic / Tarp Other (Specify): _____

APPLICATION COMPLETED BY: _____

TITLE: _____ TELEPHONE (_____) _____ - _____

THIS VENDOR IS APPROVED TO PARTICIPATE AT THIS T.F.E. _____

EVENT MANAGER / SPONSOR _____ DATE: _____

Plans, Applications, Permits, and Fees (Food Vendor)

- A plan and application must be submitted for each separate food stand. No permits will be issued without a completed plan and application.
- Health permits are required for all food stands. Fees are based on the nature of the food product being handled / retailed.
 - I. Manufacturer prepackaged, non-potentially hazardous (i.e. shelf-stable foods) \$ 58.00
 - II. Un – packaged (open) foods (all categories) \$166.00
 - III. Food demonstrator, food distributed as product sampled (i.e. not sold / retailed, given away free) \$ 39.50
 - IV. Fees are to be submitted with the plan and application, and received by the office listed below at least 30 days prior to the event. This fee is to be paid by **money order or cashier’s check**, made payable to “**Department of Health Services**”. **NO CASH, PERSONAL OR BUSINESS CHECKS WILL BE ACCEPTED.**
- Permit fees are not required for stands operated by charitable / tax – supported organizations. Proof of charitable / tax – supported status is required. Such proof (i.e. articles of incorporation or non – profit status from the California Secretary of State, or either documents as required by Los Angeles County Code Title 8, Section 8.04.690, substantiating wholly tax supported organization or institutions), shall be provided at least 30 days prior to the event and must be submitted along with all other required applications and paperwork.
- Plans, applications, and fees must be submitted in person or mailed to:

