



CRAFT VENDOR APPLICATION

Sunday, October 28th, 2018

Festival Hours: 3:00 PM – 9:00 PM

6th Street between Centre Street and Pacific Ave.
San Pedro, CA

Presented by the San Pedro Property Owners' Alliance

CRAFT VENDOR PARTICIPANT APPLICATION- SUBJECT TO APPROVAL – LIMITED SPACE

FINAL APPLICATION DEADLINE AT REGULAR PRICING SEPTEMBER 20, 2018 - \$200

**BOOTH SPACES ARE LIMITED. PLEASE SUBMIT APPLICATION AS SOON AS POSSIBLE.
ONCE VENDORS SPACES HAVE BEEN FILLED, YOU WILL BE PUT ON A WAITING LIST.**

Participation is limited to vendors selling hand crafted items only. Vendors must dedicate at least 50% of their inventory to Dia-themed goods. Vendors are required to rent a booth. Vendors are required to have insurance. For your convenience, a one-day insurance policy is available to you online. The insurance premium is \$50 & payable directly to the insurance provider. Booth fee includes: 10' x 10' lighted tent, one 8' table and two chairs.

Booths will be open on two sides. Be sure to provide adequate staffing to handle customers and watch your inventory.

End Booths will pay an additional fee of \$25.00 – this will be first come first serve and limited quantity.
Credit Card Payments are accepted for an additional 3.58% fee.

Business/Organization: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: Cell phone _____ Other phone: _____

E-mail (Required): _____

Web page: _____

Please write in description and attach images of the handcrafted art or item(s) you would like to sell: _____

FEE: Number of booths requested _____ (limit 2): \$200 per booth. Insurance is \$50 if needed.

Application deadline is October 11, 2018.

CANCELLATION: Cancellation must be made before October 16, 2018 in order to receive a 100% refund.

Should your application be denied, your payment will be refunded in full.

* Booths must be left undamaged and clean at the end of the event or it will be subject to a cleaning/damage fee.

Credit Card Payments: Credit card payments can be processed by calling us at: 310-832-2183

Personal Checks can be made payable to: The San Pedro Property Owners' Alliance (please write "DIA Crafter" in the memo line of your check) complete all information and submit the application and fee to:

**The San Pedro Historic Waterfront District
390 W. 7th Street, San Pedro, CA 90731**

Dia de Los Muertos Craft Vendor Waiver and Agreement

"I/we agree to participate in the 2018 San Pedro Dia de los Muertos Festival and will abide by the terms and conditions set forth by the San Pedro Property Owners' Alliance, the Los Angeles City Fire Department, the Los Angeles County Health Department, and any other government agency making requirements concerning the Festival.

Signature: _____ Date _____

2018 San Pedro Dia de Los Muertos Hold-Harmless Insurance Agreement

In consideration of my/our participation in the San Pedro Dia de Los Muertos Festival, I _____ (please print full name) agree to Hold-Harmless the San Pedro Property Owners' Alliance, San Pedro Historic Waterfront Business Improvement District, their stakeholders, their employees, directors, volunteers and agents, for any and all claims or causes of action resulting from my participation in this event including, but not limited to, loss of inventory, bodily injury, property damage, damage or loss to my/our property, or Workers' Compensation as relates to my/our participation in this event.

I/We also agree to obey all laws and public safety regulations, to follow all orders and directions of SPPOA, event management and appropriate Fire and Law Enforcement Officials.

I/We specifically grant The San Pedro Property Owners' Alliance and any of its assignees all rights and interests in photographs, videos and other depictions of the Participants arising out of the participation in The San Pedro Dia de Los Muertos Festival. I understand that said depictions or reproductions may be used in various types of media, advertisements, and promotions although this language shall in no way limit other uses.

Signature: _____ Date _____

The following language in regard to additional insured must be added to your insurance certificate and provided at least fifteen (15) days prior to the event:

"The San Pedro Property Owners' Alliance, the San Pedro Historic Waterfront Business Improvement District, their members, stakeholders, officers, directors, agents and employees are added as additional insured under this policy."

Name: (individual) _____ Date: _____

Signature: _____

For your convenience, this year we have created an affordable single-day group insurance policy with Anthony Insurance Services.

Visit

<https://securevendorinsurance.com/AIS/ApplicantInformation?GroupEventKey=ecb62efbaf65>

to access the

San Pedro Dia de Los Muertos Festival Insurance Policy and fill out your information. The above required insurance language is conveniently filled out for you.

Every vendor participating in the festival must have an insurance policy.

(Your choice of carrier is completely at your discretion and is not limited to the company below)

For insurance questions, please contact:

INSTRUCTIONS

1. PRINT THIS DOCUMENT
2. FILL OUT DOCUMENT, INCLUDING INSURANCE CERTIFICATE
3. SEND IT IN ONE OF THE FOLLOWING WAYS
 - a. Mail
 - i. IF PAYING IN CASH, DO NOT MAIL, CALL 310-832-2183 FOR ARRANGEMENT
 - ii. IF PAYING CREDIT CARD,CALL 310-832-2183 FOR ARRANGEMENT
 - iii. Be sure to postmark by date listed and include check, images of products sold, and insurance to:
390 West 7th Street San Pedro, CA 90731
 - OR
 - b. Email
 - i. IF PAYING IN CASH, CALL 310-832-2183 FOR ARRANGEMENT
 - ii. Attach scan of filled out document, images of product, and insurance and email to grizzi@sanpedrobid.com
 - iii. You still need to mail a check to us to:
390 West 7th Street San Pedro, CA 90731
4. Once received, you will get a phone call in regards to status of your application within 1 - 7 days.

Note: E-mail grizzi@sanpedrobid.com or fruiz@sanpedrobid.com
Call -832-2183 if you have questions. Office hours are
9am - 5pm Monday to Friday.