



October 1, 2018

To All Vendors,

Thank you for continuing participation in the Bishop Mule Days Celebration! We are gearing up to celebrate our **50th Anniversary** starting Tuesday, May 21st to Sunday, May 26th, 2019. This year is sure to be one for the record books!

Attached, please find the vendor application and instructions. Since this is sure to be a big year, please fill out and return ASAP. If you are unable to join us, please kindly let us know early so we can fill your space in a timely manner.

Please make sure that you list every item you intend to sell, including brand names to ensure all items are authorized. The event staff makes every effort to maintain a balance in merchandise between allowing fair competition among vendors and having choices for the buying public.

We believe that the reason our quality of vendors remains at such a high level is due to the cooperation we receive from each of you. We are looking forward to another great Mule Days Celebration. We hope to see all of you then.

Pursuant to fairgrounds rules, no early set up will be allowed. **Also no dogs are allowed in the concessionaire areas.** Any vendors found inside the grounds prior to 9 AM Tuesday will be asked to leave the grounds and will be disqualified from vending. The only exceptions will be to the outside food booths. You may set up on Monday in order to accommodate the contestants that will begin showing on Tuesday.

Please be sure to **sign all forms** and return with your **check if you are a returning Vendor, Deadline December 1, 2018.** A late fee of \$50 will be added to all late entries.

Sincerely,
Rick Pucci
Mule Days Executive Board
Concessionaire Chairman

- * **Vendor's providing their own insurance will now need to provide on their Accord Certificate of Liability a Waiver of Subrogation for Bishop Mule Days.**
- * **If unable to participate, please email info@muledays.org or call the office at 760-872-4263.**

**Mule Days Celebration
Concessionaire Application
May 21-26, 2019**

Name Of Business:	
Name Of Exhibitor:	
Address	
City/State/Zip Code	* Drivers License # & State
Phone Number:	*Required
Email Address:	CA State Sellers Permit #:
Items to be sold: (All items intended to be sold are to be listed specifically, including brand names. If not listed, cannot be sold. Please attach additional pages, if needed.)	

Written material on clothing or other goods must be approved by the Mule Days Board prior to any sales. The Concession Committee tries to limit or eliminate duplicate or inappropriate products being sold at the event. It is at the discretion of the Concession Chairman as to violators of this section. The vendor will be advised of violations and shall comply immediately or be asked to leave the premises. **Absolutely no items with "Mule Days" printed anywhere on any article.** Mule Days will send a written confirmation of booth space and location by February 1st. If you have any questions, please call the Mule Days office at (760) 872-4263.

Application deadline is December 1, 2018, for returning Vendors. A Late fee of \$50 will apply after the deadline:

Send application to: **Mule Days 1141 N. Main St. Bishop, CA 93514.**

Set up begins Tuesday, May 21st. You must be set up and operational by noon Thursday, May 23rd. You may dismantle your exhibit **after 8:00 PM on Sunday. (Outside Vendors Only)**

All concessionaires must provide a certificate of insurance. **Mule Days Celebration, Los Angeles Department of Water & Power and the 18th District Agricultural Association MUST be named as additionally insured on your liability policy.** A minimum of \$1,000,000 coverage is required. The policy must be valid through May 31, of the current year, and must have a 30 day cancellation clause. **If you provide your own insurance, you now will need to provide a Waiver of Subrogation for us.** If you are unable to obtain coverage from your own carrier, you may purchase liability insurance through us with K & K Insurance Agency for a fee of **\$100.** This coverage will be valid during the event. You must fill out the insurance application completely and return it to us by March 15. All fees must be included. If you do not pay your fees by the deadline, you will not have coverage. There are no exceptions. All vendors are required to have a California State Sellers Permit number or sub-permit number by April 1, (except those that are exempt) or the booth will not be allowed to sell at Mule Days and fees will be forfeited. **Mule Days must be provided a copy of your sellers permit/sub-permit showing the address of the temporary selling location. 1141 N. Main St., Bishop, CA 93514**

Mule Days Concession Chairman reserves the right to reject any exhibit or prohibit the sales of any item which is deemed objectionable. Items which are in direct competition with the Official Mule Days Souvenirs will not be allowed to be sold. Any damage to the area in use will be paid for by the exhibitor. If the damage is found after the exhibitor's departure the exhibitor will be billed and the bill must be paid within 30 days.

Twenty (20) RV spaces will be reserved for exhibitors in Lot B. You must purchase one of these spaces prior to February 1. If you purchase a space after February 1, you will be assigned a space on a first come, first served basis.

Booth fees must accompany this application if you are a returning Vendor. Make checks payable to: Mule Days Celebration. **Spaces will be reassigned if fees are not paid by the deadline of December 1, 2018. There will be no exceptions.**

I have read and agree to all the conditions described above. Non-compliance with any of the above will constitute grounds for removal of my exhibit before or during the event.

Booth Fee: \$650.00
 Insurance: \$ 100.00
 RV Space \$ 200.00 Dry Camp Lot B/
(Lot A & E & F) \$150.00 Dry Camp
Lot B \$ 400.00 w/ electric & water
 Late Fee: \$ 50.00
 Total Enclosed: \$ _____

Date	Space#	Amt. Pd	Ck #	By:

Exhibitor Signature: _____ **Date:** _____

Mule Days Celebration

1141 N. Main St.

Bishop, CA 93514

Concessionaire General Information

Returning Vendors please return all forms with your check to Bishop Mule Days, 1141 N Main St. Bishop, CA 93514.

For Returning Vendors only, check and application must be received by December 1, 2018.

To be considered as a new prospective vendor, please include photos of items, venues you have shown at and a price range of your products for sale. These items must accompany your application.

New Vendors return application forms (Send No Money at this time) by January 15, 2019 for consideration.

2019 Waiver (must be signed)

As a participant in the Bishop Mule Days, 2019, I hereby waive any and all rights and claims for damages I may have against Mule Days and their authorized representatives or assigns, and hold each and every one of them harmless for any and all injuries offered in connection with said event.

Mule Days is not responsible for Acts of God such as cancellation or damaged to the event or my/our equipment, materials, display or my/our loss of income caused by fire, rain, windstorms, earthquake or any other inclement weather. Mule Days is also not responsible for any thefts or other illegal acts which vendor may suffer while at the event. Because Mule Days expends substantial sums of money in preparation for the event, refunds of booth space will not be made in the event that Mule Days is canceled in whole or part by such Acts of God.

I hereby give free use of my name and picture in any broadcast, telecast, print media account of this event.

I acknowledge I have read the above and do fully understand the restrictions and do hereby agree to abide by those rules that have been established by Mule Days for this event.

Space Size

Inside spaces are approximately 10' x 20'. Outside spaces are approximately 20' x 20'. There are no tables, backdrops, walls or chairs provided. All space sizes are approximate. There is no size guarantee.

Security

Mule Days Celebration and the Tri-County Fairgrounds will not provide security. Security is the responsibility of the exhibitor.

Dogs

This event is held on a State of California fairgrounds. As per state regulations, NO DOGS will be allowed anywhere in the concession area.

For info on California State Sellers Permits, call Bakersfield office (661) 395-2880 option 2 or (800) 400-7115 option 1.

Hours For Set-Up And Closing Of Buildings

- Tuesday, May 21.....9:00 AM to 5:30 PM (set-up)
- Wednesday, May 22.....9:00 AM to 5:30 PM (set-up)
- Thursday, May 23.....9:00 AM to 7:00 PM must be set up and operational by 12 noon
- Friday, May 24.....9:00 AM to 8:00 PM
- Saturday, May 25.....9:00 AM to 8:00 PM
- Sunday, May 26.....9:00 AM to 8:00 PM
- Monday, May 27.....7:00 AM to 12:00 noon (dismantle)

Set up may not take place until Tuesday, May 21st at 9:00 AM. Set up inside the buildings will end each day at the closing times set. Set up outside may begin at 9 AM on Tuesday and continue, but in no event later than 12 noon on Thursday.

All exhibits must be completely set up and operational by Thursday, May 23rd at noon. Any exhibitor who fails to comply shall forfeit all fees paid and will lose the assigned space. All exhibits are required to remain open through 8:00 PM on Sunday. Exhibits may not be dismantled or removed until after 8:00 PM Sunday. Exhibitors may open as soon as they are set up.

Official dates for Mule Days 2019 - Tuesday, May 21 - Sunday, May 26

All conditions have been reviewed and accepted by vendor.

Signature _____ Date: _____

Mule Days Celebration
Food Concessionaire Application
May 21-26, 2019

Name Of Business:	
Name Of Exhibitor:	
Address	
City/State/Zip Code	* Drivers License # & State:
Phone Number:	*Required
Email Address:	CA State Seller's Permit #:
Items to be sold: (All items intended to be sold are to be listed specifically, including brand names. If not listed, cannot be sold. Please attach additional pages, if needed.)	

Written material on clothing or other goods must be approved by the Mule Days Board prior to any sales. The Concession Committee tries to limit or eliminate duplicate or inappropriate products being sold at the event. It is at the discretion of the Concession Chairman as to violators of this section. The vendor will be advised of violations and shall comply immediately or be asked to leave the premises. **Absolutely no items with "Mule Days" printed anywhere on any article.** Mule Days will send a written confirmation of booth space and location by February 1. If you have any questions, please call Mule Days at (760) 872-4263.

Application deadline is December 1, 2018 for returning Vendors. A Late fee of \$50 will apply after the deadline:

Send application to: **Mule Days 1141 N. Main St. Bishop, CA 93514.**

Set up begins Monday, May 20th (Food Vendors Only). You must be set up and operational by noon Thursday, May 23rd. You may dismantle your exhibit **after** 8:00 PM on Sunday. **(Outside Vendors Only)**

All concessionaires must provide a certificate of insurance. **Mule Days Celebration, Los Angeles Department of Water & Power and the 18th District Agricultural Association MUST be named as additionally insured on your liability policy.** A minimum of \$1,000,000 coverage is required. The policy must be valid through May 31, of the current year, and must have a 30 day cancellation clause. **If you provide your own insurance, you now will need to provide a Waiver of Subrogation for us.** If you are unable to obtain coverage from your own carrier, you may purchase liability insurance through us with K & K Insurance Agency for a fee of **\$100.** This coverage will be valid during the event. You must fill out the insurance application completely and return it to us by March 15. All fees must be included. If you do not pay your fees by the deadline, you will not have coverage. There are no exceptions. All vendors are required to have a California State Sellers Permit number or sub-permit number by April 1, (except those that are exempt) or the booth will not be allowed to sell at Mule Days and fees will be forfeited. **Mule Days must be provided a copy of your sellers permit/sub-permit showing the address of the temporary selling location.**

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Booth fees must accompany this application. Make checks payable to: Mule Days Celebration. **Spaces will be reassigned if fees are not paid by the deadline of December 1, 2018. There will be no exceptions.**

I have read and agree to all the conditions described above. Non-compliance with any of the above will constitute grounds for removal of my exhibit before or during the event.

Exhibitor Signature: _____ **Date:** _____

Date	Space #	Amt. Pd	Ck #	By:

Booth Fee: \$850.00
 Non Profit Fee: \$540.00
 Insurance: \$ 100.00
 RV Space \$ 200.00 Dry Camp Lot B/
 (Lot A & E & F) \$150.00 Dry Camp
 Lot B; \$ 400.00 w/ electric & water
 Late Fee: \$ 50.00

Mule Days Celebration
1141 N. Main St.
Bishop, CA 93514

Food Concessionaire General Information

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As a participant in the Bishop Mule Days, 2019, I hereby waive any and all rights and claims for damages I may have against Mule Days and their authorized representatives or assigns, and hold each and every one of them harmless for any and all injuries offered in connection with said event.

Mule Days is not responsible for Acts of God such as cancellation or damaged to the event or my/our equipment, materials, display or my/our loss of income caused by fire, rain, windstorms, earthquake or any other inclement weather. Mule Days is also nor responsible for any thefts or other illegal acts which vendor may suffer while at the event. Because Mule Days expends substantial sums of money in preparation for the event, refunds of booth space will not be made in the event that Mule Days is canceled in whole or part by such Acts of God.

I hereby give free use of my name and picture in any broadcast, telecast, print media account of this event.

I acknowledge I have read the above and do fully understand the restrictions and do hereby agree to abide by those rules that have been established by Mule Days for this event.

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Dogs

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For info on California State Sellers Permits call Bakersfield office (661) 395-2880 option 2 or (800) 400-7115 option 1.

Hours For Set-Up And Closing Of Buildings

- **Monday, May 20.....9:00 AM to 5:30 PM (Set up food alley only optional)**
- **Tuesday, May 21.....9:00 AM to 5:30 PM Operational food alley only or set up**
- **Wednesday, May 22.....9:00 AM to 5:30 PM Operational food alley only or set up**
- **Thursday, May 23.....9:00 AM to 7:00 PM must be set up and operational by 12 noon**
- **Friday, May 24.....9:00 AM to 8:00 PM**
- **Saturday, May 25.....9:00 AM to 8:00 PM**
- **Sunday, May 26.....9:00 AM to 8:00 PM**
- **Monday, May 27.....7:00 AM to 12:00 noon (dismantle)**

Set up may begin Monday, May 20th at 9:00AM for Food Alley Vendors only. Food Alley Vendors may be open for operation beginning Tuesday, May 21st. All exhibits **must** be completely set up and operational by Thursday, May 23rd at noon.

Any exhibitor who fails to comply shall forfeit all fees paid and will lose the assigned space. All exhibits are required to remain open through 8:00 PM on Sunday. Exhibits may not be dismantled or removed until after 8:00 PM Sunday. Exhibits may open as soon as they are set up on Tuesday or Wednesday.

Official dates for Mule Days 2019 - Tuesday, May 21 - Sunday, May 26

All conditions have been reviewed and accepted by vendor.

Signature: _____ **Date:** _____

Mule Days Celebration
Concession Insurance Application
Due March 15, 2019

Name of Company/Organization _____

Name of Exhibitor _____

Address: _____

City/State/Zip Code _____

Phone Number _____

Type of Products or Food to be sold:

Years of Experience: _____ Gross Receipts for this event: _____

Have you ever been canceled or refused insurance coverage? _____

If yes, please explain: _____

Losses in the last 5 years? _____

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

I understand this application is a requirement for coverage, a part of the contract, and evidence of this insurance, and any falsification or misrepresentation will be deemed a breach of contract, voiding all Insurance coverage.

It is understood and agreed that the completion of this application shall not be binding to either proposed insured or the company until accepted by the company or companies in writing.

Fee for this coverage is \$100, additional booth fee is \$40, make the check payable to: Mule Days Celebration.

Signature: _____ **Date:** _____

Mail To: Mule Days Celebration
1141 N. Main St.
Bishop, CA 93514