



## 2018 Poway Spring Family Festival FOOD VENDOR APPLICATION

**LOCATION:** Midland Road and Hilleary Place

**FAIR DATE:** Sunday, April 22, 2018

**ESTIMATED ATTENDANCE:** 10,000 - 12,000

**BOOTH SIZE:** All spaces are 10' x 10'

**ELECTRICITY:** Not provided. Only "whisper" type generators are permitted.

**HOURS OF OPERATION:** 10:00 AM – 3:30 PM (All vehicles must be off the street between 9:30AM – 3:45 PM)

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**Booth Size** Booth sizes are 10' x 10'. More than one booth may be purchased. Booths will be placed on a first-come, first-served basis. "Premium Space" locations are available for an additional fee, and offer vendors more foot traffic from both sides of the street. The Poway Chamber of Commerce reserves the right to place vendors as deemed necessary.

**Types of Vendors** The Poway Chamber of Commerce will make every effort to not duplicate food choices, but **we cannot guarantee exclusivity to any vendor**. Applications will be accepted on a first come, first served basis. The Poway Chamber of Commerce reserves the right to return vendor's check and application due to space limitations.

**Confirmations and Refunds** Confirmations will be e-mailed 10 days prior to the event. Any vendor who cancels will be charged a handling fee equivalent to 50% of their total fee. *Fees are non-refundable after April 13, 2018.* There will be no refunds in the case of inclement weather, acts of nature, no shows or cancellation of the event by government agencies over which the producers have no control. All vendors' booths and products must remain consistent with the booth type and product description detailed on their application.

- Deadline for application submission is April 13, 2018 unless sold out prior to deadline. **Applications received after April 13, 2018 will incur a LATE FEE of \$50.00**
- Full refunds will be made if your application is not accepted.
- All booths must remain in place and be occupied during the total operating hours of the Street Fair unless approved by Vendor Coordinator.
- Vendors are responsible for the removal of all equipment and debris from their booth area before leaving the Street Fair site Sunday evening.
- Food items offered for sale must be judged appropriate by the Street Fair Committee and the right to refuse any vendor is at the sole discretion of the Committee.
- All activity of your booth must be conducted *within the space of your booth*. Distribution of literature must take place within your booth space.
- No signage or displays may protrude beyond actual space rented.
- No food to be sold or distributed in the booth without a current health permit.
- Nonprofit organizations must submit a copy of their IRS Determination Letter.
- Vendors who disturb the peace of attendees or other vendors may be evicted without a refund.

**Contact Information** Poway Chamber of Commerce, 14005-B Midland Road, Poway CA 92064  
(858)748-0016 or [Christina@Poway.com](mailto:Christina@Poway.com)

For general street fair info, visit our website at [www.poway.com](http://www.poway.com).



**Poway Spring Family Festival  
April 22, 2018**

**FOOD VENDOR APPLICATION**

*Submit completed application with payment by Friday, April 13, 2018.*

Conf. Pckt.	Booth #
Date Received	Email Conf.
Payment Date	Payment Type

NAME OF BUSINESS/GROUP: \_\_\_\_\_

LIST OF ITEMS TO DISTRIBUTE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**DAY OF EVENT CONTACT INFO:** (This info will not be publicized, but used for contact during the event.)

NAME: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_

**BOOTH FEES**

***EARLY BIRD SPECIAL- \$25 off if application is Received by March 2, 2018***

Poway Chamber Member \$175.00      **Must provide your own self-contained, 3-compartment sink. No tables, chairs or sinks provided.**  
 Non-Member      \$250.00      San Diego County Department of Health will inspect all booths.

	Quantity	Total
10' x 10' Booth Space	_____	\$ _____

- ITEMS TO INCLUDE WITH APPLICATION:**
- Health Permit valid through month of event.
  - Proof of \$250,000 General Liability Insurance
  - Menu of food you are planning to serve
- YOU ARE REQUIRED TO PROVIDE:**
- Your own 3-compartment sink or washing station
  - Netting around your food prep area
  - Comply with all current San Diego County Health Department Standards

***LATE FEE (+\$50.00) Apply if application submitted after April 13, 2018***

**GRAND TOTAL ENCLOSED \$** \_\_\_\_\_

(If paying by credit card, please complete and submit Credit Card Authorization Form. Make checks payable to Poway Chamber of Commerce)

Liability Release Statement

**This event will take place rain or shine. There will be no refunds for bad weather or no-shows. Cancellations after April 13, 2018 will not be refunded. There will be NO SHARING OF BOOTHS. Only vendors with submitted application/payment to and authorization from the Poway Chamber of Commerce may participate in this event. All food vendors must have a current permit from the County Health Department prominently displayed in their booth.**

I hereby agree to enter and participate in the Poway Spring Street Fair at my own risk and subject to all rules and regulations of this event. I further agree to indemnify and hold harmless the Poway Chamber of Commerce, the City of Poway, all Festival Event Sponsors and anyone involved in the support and production of this event against any legal proceedings for any personal injury or property damage arising from or occasioned by our company representatives. All information provided on this document is accurate to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SWAP MEETS, FLEA MARKETS, OR  
SPECIAL EVENTS CERTIFICATION**

People who sell merchandise in California are generally required to hold a Seller's Permit.

You **may not** sell at this event unless you have a Seller's Permit or are not required to hold a permit. You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others. You are not required to hold a permit if you are only making "occasional" sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.

Seller's Permits can be obtained at any local Board of Equalization office at no cost to you. To find a Board office near you, call the Information Center at (800) 400-7115 or visit [www.boe.ca.gov](http://www.boe.ca.gov). Permit applications can also be found online at [www.boe.ca.gov/sutax/sutprograms.htm](http://www.boe.ca.gov/sutax/sutprograms.htm). If you obtain a Temporary Seller's Permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

**Occasional and Nontaxable Sales** - Occasional sellers are usually people who are not required to hold a Seller's Permit because they will not be making a series of qualifying sales. A person who has cleared their garage of used items accumulated for their own use and who sells only those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period. Some sellers who make only nontaxable sales are also not required to hold seller's permits. Examples include sellers of fresh produce or other cold food products sold "to go." Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

**Section 6015 Retailers** - Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller's permit when: (1) the product supplier is a Board approved section 6015 retailer, (2) the product supplier reports and pays tax on the actual "retail selling price," (3) the individual is selling only those items purchased from the section 6015 retailer, and (4) the individual provides the name of the product supplier. Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (e.g., Avon, Tupperware).

**Verification of a seller's status is required by law. Please complete all four sections of this form. PLEASE PRINT.**

**1. EVENT INFORMATION**

EVENT NAME AND PLACE

EVENT DATE(S)

TABLE/BOOTH/LOCATION ID#

**2. VENDOR/EXHIBITOR INFORMATION**

OWNER'S NAME

MAILING ADDRESS (street number or P.O. box)

(city, state and zip code)

TELEPHONE NUMBER

(       )

DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED

**3. STATUS** — Check appropriate boxes, and provide requested information

- I hold a valid seller's permit. My number is:   S
- No sales of tangible personal property are being made or solicited at this event.
- I am not required to hold a seller's permit because:
- My retail product sales are not subject to tax       My sales are exempt occasional sales
- I sell on behalf of a section 6015 retailer \_\_\_\_\_

**4. CERTIFICATION** — Partners/additional sellers, complete a separate copy of this form

The above statements are certified to be correct to the best knowledge and belief of the undersigned.

NAME (typed or printed)

TITLE

SIGNATURE

DATE

## **Sales and Use Tax Privacy Notice**

### **Information Provided to the Board of Equalization**

We ask you for information so that we can administer the state's sales and use tax laws (Revenue and Taxation Code sections 6001-7176, 7200-7226, 7251-7279.6, 7285-7288.6). We will use the information to determine whether you are paying the correct amount of tax and to collect any amounts you owe. You must provide all of the information we request, including your social security number (used for identification purposes [see Title 42 U.S. Code sec.405(c)(2)(C)(i)]).

#### **What happens if I don't provide the information?**

If your application is incomplete, we may not issue your Seller's Permit or use tax certificate. If you do not file complete returns, you may have to pay penalties and interest. Penalties may also apply if you don't provide other information we request or that is required by law, or if you give us fraudulent information. In some cases, you may be subject to criminal prosecution.

In addition, if you don't provide information we request to support your exemptions, credits, exclusions or adjustments, we may not allow them. You may end up owing more tax or receiving a smaller refund.

#### **Can anyone else see my information?**

Your records are covered by state laws that protect your privacy. However, we may share information regarding your account with certain government agencies. We may also share certain information with companies authorized to represent local governments.

Under some circumstances we may release to the public the information printed on your permit, account start and closeout dates, and names of business owners or partners. When you sell a business, we can give the buyer or other involved parties information regarding your outstanding tax liability.

With your written permission, we can release information regarding your account to anyone you designate.

#### **We may disclose information to the proper officials of the following agencies, among others:**

- United States government agencies: U.S. Attorney's Office; Bureau of Alcohol, Tobacco and Firearms; Depts. of Agriculture, Defense and Justice; Federal Bureau of Investigation; General Accounting Office; Internal Revenue Service; Interstate Commerce Commission
- State of California government agencies and officials: Air Resources Board; Dept. of Alcoholic Beverage Control; Auctioneer Commission; Dept. of Motor Vehicles, Employment Development Department; Energy Commission; Exposition and Fairs; Dept. of Food and Agriculture; Board of Forestry; Forest Products Commission; Franchise Tax Board; Dept. of Health Services; Highway Patrol; Dept. of Housing and Community Development; California Parent Locator Service
- State agencies outside of California for tax enforcement purposes
- City attorneys and city prosecutors; county district attorneys, police and sheriff departments.

#### **Can I review my records?**

Yes. Please contact your closest Board office (see the white pages of your phone book). If you need more information, you may contact our Disclosure Officer in Sacramento by calling (916) 445-2918. You may also want to obtain publication 58-A, Inspecting and Correcting Your Records. You may order a copy from our Information Center by calling (800) 400-7115 or download it from the Internet at [www.boe.ca.gov](http://www.boe.ca.gov) (look under "Forms and Publications").

#### **Who is responsible for maintaining my records?**

The deputy director of the Sales and Use Tax Department, whom you may contact by calling (916) 445-6464 or writing at the address shown.

Deputy Director, Sales and Use Tax Department MIC:43  
450 N Street  
Sacramento, CA 95814



**2018 Poway Spring Family Festival**

**CREDIT CARD AUTHORIZATION FORM**

**PAYMENT BY CREDIT CARD:**       **VISA**                       **MC**                       **AMEX**

**CARD #:** \_\_\_\_\_

**EXP. DATE:** \_\_\_\_\_                      **SECURITY CODE (on back):** \_\_\_\_\_

**NAME ON CARD:** \_\_\_\_\_

**STREET ADDRESS:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**AMOUNT: \$** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

*A copy of your receipt will be emailed to the email address provided above*