



7th Annual San Diego Lunar New Year Tet Festival 2012

Balboa Park – January 20th, 21st, and 22nd

presented by

Vietnamese American Youth Alliance (VAYA)

Liên Hội Tuổi Trẻ Việt Nam San Diego

P.O. Box 711912, San Diego, CA 92171 Phone (619)320-8292 858-215-4TET <http://www.sdtet.com> vendor@sdtet.com

TẾT Vendor Application

CONTACT INFORMATION

Business Name: _____

Contact Name: _____

Business Address: _____

Phone Number: _____ Fax: _____ Email Address: _____

Seller's Permit #: _____ Food Handling Permit #: _____

VENDOR BOOTH LEVEL

- ~~Food booth Early Bird Special!~~ ~~\$600~~ + \$30 (trash fee) + \$173(permit)* + \$200 (deposit)*
~~(Early Bird Special deadline: All payment must be submitted by November 19, 2011)~~
- Food regular booth (10x10) \$700 + \$30 (trash fee) + \$173(permit)* + \$200 (deposit)*
- Food exclusivity \$100/item

TERMS & AGREEMENTS

Please list all food items you intend to sell (please be detailed). We allow three (3) main and three (3) substitute items. Items not listed or approved by the Vendor Chairs may result in penalty fines and a possible expulsion from the festival with no refunds.

Please list all electronic devices you may be using (For example, deep fryer, water boiler, lamp heater, etc.).

Checks	Items	Amount	To
Check 1:	Price of Booth:	\$ _____	VAYA
	Exclusivity Fee:	\$ _____	
	Trash Fee:	\$ _____	
	Late Fee (reg. after 1/6/12)	\$ _____	
	TOTAL	\$ _____	
Check 2:	Refundable clean-up fee*	\$200.00	VAYA
Check 3:	Food Permit Fee	\$173.00	City of San Diego

*Note: A \$200.00 refundable clean-up fee deposit along with application must be submitted written as a separate check to Vietnamese American Youth Alliance.

*Fee is base on charge from San Diego County, Department of Environmental Health.



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VENDOR CONTRACT

- I. Date, Time, and Location of the Tết Festival: _____ (Vendor Initials)
- | | | |
|----------------------------|-------------------|-------------|
| Friday, January 20, 2012 | 04:00PM - 10:00PM | Balboa Park |
| Saturday, January 21, 2012 | 11:00AM - 10:00PM | Balboa Park |
| Sunday, January 22, 2012 | 11:00AM - 05:00PM | Balboa Park |
- II. Deadlines and Refunds: _____ (Vendor Initials)
- Vendor application and payments are due January 3, 2011.
 - Any cancellations must be done in writing before January 10, 2011 for a 50% refund.
 - Cancellations after January 10, 2011 will result in absolutely no refund.
 - There are no refunds in case of inclement weather, acts of nature, or restrictions by government agencies to cancel the event in which Tết Festival Committee has no control over.
- III. Payments and Reservations: _____ (Vendor Initials)
- Full payment must be made when vendor agreement and contract are submitted. An additional \$200.00 refundable cleaning fee must be deposited along with payment. Please note that after vendors clean up on their last day, to also check back with one of the Vendor Chairs at the end of the festival event to get their deposit back or else it will be donated to VAYA after Sunday, January 30, 2011.
 - Food booths will not be reserved until payment is received. Reservations and booth choices are based on first come first serve priority. Turning the application without payment will not guarantee booth reservations.
- IV. Liability and Regulations _____ (Vendor Initials)
- The 2011 San Diego Tết Festival Org. Committee shall not be responsible for any loss of vendor's profit due to natural causes such as rain, thunder/lightning storms, wind, earthquake, etc.
 - San Diego Tết Festival Org. Committee will not be responsible for any injury or damage to booth and its contents, merchandise, employees, contractors, guests, customers, invitees, and all other third parties.
 - The following items are prohibited from being sold, displayed, or used by vendor:
 - Alcoholic beverages and illicit drugs
 - Cigarettes
 - Firecrackers, fireworks, or similar items
 - Weapons and firearms
 - Vulgar, offensive, sexually explicit, or obscene materials as judged by VAYA, and such judgment shall be final.Note: Vendors may be requested to remove a product or service displayed at the festival at the sole discretion of VAYA if deemed unsuitable and such decision shall be final. VAYA is not liable for any damages or losses as a result of such action.
 - Vendor agrees to comply with all the regulations of the facility hosting the festival and all federal state, and municipal laws, including health and safety. Vendor agrees to be responsible for collection and reporting of sales tax as required by law. Vendor shall be responsible for obtaining all licenses, permits, health certificates or items required by governmental agencies in order for vendor's booth/concession to be operating lawfully.
 - Food vendors are required to have a Food Handling Certificate and a Temporary Food Facility Permit provided by the County of San Diego Department of Environmental Health.
 - The food booth display name must be the same name provided in the vendor application. Vendors are not allowed to change booth name or display a non-registered name without notifying the Festival Committee beforehand.
 - [Reworded] Vendor Committee will penalize food vendors \$20.00 for each food not listed in the vendor contract and was not approved by the Festival Committee. Violation of this regulation will result with VAYA's full authority to stop vendor from operating, without refund for losses and a mandatory closing of the booth.
 - [Corrected & Reworded from h. of IV] Vendor is prohibited from soliciting, selling, and promoting its products/services, including but not limited to, distributing fliers, further than ten (10) feet around Vendor's booth. If vendor would like to promote their products/services as desired locations, please notify a Vendor Chair for permission and to work out a possibility.
 - Each food vendor will be provided with five (5) wristbands per festival day, and can purchase up to five (5) discounted tickets at the price of \$3.00 for additional booth workers from the Vendor Chairs.



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- h. Must provide a list of all the names of booth workers (for the three days) during Friday’s check-in. Vendor preparation area and check-in gate is strictly prohibited to anyone without a vendor pass or wristbands.

V. Check-In/Check-Out Procedures _____ **(Vendor Initials)**

- a. Vendor must check-in on Friday, January 28 at least three (3) hours before the Festival opens at 4:00PM and only linger for one (1) hour after the festival opens. No one will be allowed to sell until all vendors have been checked by San Diego County Inspector.
- b. To prevent traffic and hassle on opening day, vendors have the option to set up non-food materials on Thursday night, January 27, 2011. Please notify the Vendor Chairs if the vendor chooses this option.
- c. Each food vendor will be provided with one reserve parking space. A permit is required to park in its reserved slot at all times. Unauthorized vehicles will be towed by owner’s expense.
- d. On check-out day, please do not take items provided by the Festival Committee such as tables, chairs, etc. If any of these items are found missing from a vendor, then the losses will be deducted from their clean-up deposit.
- e. Remember to see a Vendor Chair to reclaim the \$200.00 deposit at the end of the festival or booth’s clean-up. Or else, the deposit will be donated to VAYA after Sunday, January 30, 2011.

VI. Electricity/Additional Regulations _____ **(Vendor Initials)**

- a. Vendors are prohibited from overusing local power. Each booth will be provided 20 amps of electricity for three (3) days. For additional amps, vendors must inform the Vendor Chairs no later than two (2) weeks prior to the festival. Each additional 20 amps will cost \$20.00. If request is made any later than January 14 or on the day of, the fee will increase to \$50.00.
- b. If vendor happens to underestimate power usage and gets blacked out, it will cost an additional \$50.00 for a reboot to continue operation during the festival.
- c. Food vendors are required by law to have a fire extinguisher with a minimum 2-A:10-B:C rating. Please remember to check one out at check-in and return at check-out.

VII. [Something on an orderly procedure for vendors to pick up or have their wristbands, parking permits, discounted tickets, and other inquiries mailed to them] or pick up at arranged time and location _____ **(Vendor Initials)**

Vendor’s booth location will be assigned by the Vendor Chairs and such decision shall be non-negotiable. Vendors will know their final location on the week of the festival. All booths have a canvas roof, back dividers, and floored tarp. The booths are provided with one (1) light, one (1) electrical outlet, one (1) table, one (1) front security cover, and one (1) fire extinguisher at check-in. Each booth is responsible for supplying additional security covers on exposed sides if planned on leaving products overnight.

I, _____, have read and agreed to all the items and conditions stated in contract.
Vendor

Please complete this form and arrange payment by December 16, 2011. Duplicate for your records.

Mail to: VAYA Vendor Committee
P.O. Box 5757
San Diego, CA 92165

or Fax to: (858)863-4123
or Email to: vendor@sdtet.com

Signature of Business Representative _____ Print Name _____ Date _____

Signature of VAYA Representative _____ Print Name _____ Date _____

Nikki Lam – Director nikki.lam@sdtet.com

Vendor Committee: vendor@sdtet.com