

80<sup>th</sup> Arroyo Grande Valley Harvest Festival  
September 22 & 23, 2017  
**Rules and Regulations**

**FESTIVAL HOURS:** Friday, September 22, 2017: 4:00 - 9:00 p.m., Saturday, September 23, 2017: 10:00 a.m. to 4:00 p.m.

**GENERAL FESTIVAL INFO:** Online at [www.agharvestfestival.com](http://www.agharvestfestival.com) and on facebook at Arroyo Grande Valley Harvest Festival

**VENDOR/BOOTH INFORMATION AND APPLICATIONS:** Please contact [info@agharvestfestival.com](mailto:info@agharvestfestival.com) for Booth Applications.

**AG PAVILION:** Agriculture Pavilion question may be addressed to [info@agharvestfestival.com](mailto:info@agharvestfestival.com) for Booth Application.

**VENDORS (San Luis Obispo County AND Northern Santa Barbara County Only):** Booth space is generally limited to San Luis Obispo County AND Northern Santa Barbara County businesses and craft-vendors only. Priority for FOOD BOOTH VENDORS will be given to San Luis Obispo County NON-PROFIT ORGANIZATIONS. A limited number of COMMERCIAL FOOD VENDORS from San Luis Obispo County will be allowed. 100% of proceeds for non-profit booths must go to the named non-profit organization. All vendor items will be juried by photo or menu. Please send or e-mail at least 4 photos representing the products you will be selling at the Festival or if you are a food vendor please send or e-mail the menu of the food items you will be selling. Decision of the jury is final. We try to limit the sale of the same-type articles or menu items. **Arts and Crafts** - All arts and crafts must be handmade by the seller. No resale will be allowed. You must list in full all the items you will be selling. **Commercial** - The Commercial category includes items for resale, items that were made by someone other than the vendor and items not deemed artistic. **Food** - You must submit a full menu with your application. Food vendors must: have a San Luis Obispo County Health Department Permit; and food vendors and certain game vendors must supply proof of insurance, naming the Arroyo Grande Valley Harvest Festival as additionally insured, for a minimum of \$1,000,000. All vendors are expected to stay open until the close of the festival.

**DEADLINES:** All applications and payment **must be received by September 1, 2017. LATE APPLICATIONS WILL BE ACCEPTED IF SPACES ARE AVAILABLE.** New vendors will be accepted on a first-come, first-served basis, according to space availability. Returning vendors from last year will have the first right to the space in the prior year provided that their completed application is received by **July 1, 2017.**

**CANCELLATIONS, REFUNDS, RAIN:** No refunds will be given after September 1, 2017 for any reason, including rain. Rain does not cancel this event. You may cancel before September 1, 2017 for ANY reason, but there will be a \$25.00 bookkeeping fee.

**CALIFORNIA RESALE NUMBER:** All vendors selling goods other than cold food must have a California resale number. To apply for a number, call the State Board of Equalization at 1-800-400-7115. The process takes 3 to 4 weeks. We submit a listing to the State of all vendors with related details.

**METHOD OF PAYMENT:** Personal checks, cash or money orders will be accepted. All checks or money orders should be payable to ARROYO GRANDE VALLEY HARVEST FESTIVAL (AGVHF) and mailed to Post Office Box 575, Arroyo Grande, CA 93421-575. Late applications MUST BE DROPPED-OFF with the appropriate Fee in a sealed envelope at The Arroyo Grande Village Association Office. The processing fee for returned checks is \$30.

**SECURITY:** Limited overnight security is provided for Friday night, September 22nd, however please do not keep valuables in booths.

**TYPES OF BOOTHS:** There are seven (7) DIFFERENT types of booths, each with their own fees. Please be sure to submit the proper application for your particular event. ALL REFERENCES APPLY TO A 10' X 10' SPACE. If your booth requires electricity, it is available in most areas except on Bridge St. Electricity may be provided for an additional \$15. Water hookups are free if reasonable usage, but must be requested on the application form. Only Whisper Generators are allowed if prior permission is obtained from the Festival Committee.

**FOOD BOOTHS:** see VENDORS above. **All Food Providers within the City of Arroyo Grande utilizing Disposable Food Containers shall use Biodegradable, Compostable or Recyclable product in accordance with Ordinance 676. Please email Sam Cotton cotton\_sam@hotmail.com should you require additional information or the City of Arroyo Grande.**

**NON-PROFIT FOOD BOOTHS:** The fee is \$35.00 plus \$50.00 for cleanup. Additional booth fees are required if your booth requires more than 1 booth space.

**COMMERCIAL FOOD BOOTHS:** The fee is \$135.00 plus \$50.00 for cleanup. Additional booth fees are required if your booth requires more than 1 booth space.

**NOTE:** If your organization or business is a Major Sponsor (\$500.00) there is no cleanup fee.

**NO WOOD FIRE BBQ'S:** Open flames are not permitted without Festival Committee approval. All food vendors are required to have a minimum 5-pound ABC approved fire extinguisher in their booth at all times. If you plan on having any open flames, please first contact Jonathan Hurst at the City of Arroyo Grande, jhurst@arroyogrande.org or 805-473-5450.

**NON-PROFIT GAME BOOTH:** Your non-profit organization will provide children's games in your 10X10 space; you may charge a nominal fee for participation as a fund-raiser for your organization, or you may conduct the game(s) as a community service to promote your organization. There is no fee for this booth. However if electricity is required there is a \$15 fee to cover cost.

**NON-FOOD BOOTHS:**

**NON-PROFIT VENDOR BOOTHS:** There is a \$50.00 fee for a non-profit non-food vendor booth. You may use this booth to promote your organization with informational literature, hand-outs, donation drawings, etc. **POLITICAL BOOTHS, although qualified by IRS as NON-PROFIT, are considered a PROMOTIONAL BOOTH. (See below)**

**NON-FOOD BOOTHS: ARTS AND CRAFTS:** \$100.00 – Hand-crafted arts and crafts – individuals.

**NON-FOOD BOOTHS: COMMERCIAL:** \$125.00 – Selling commercial goods – home parties, merchandise, etc.

**NON-FOOD BOOTHS: PROMOTIONAL:** \$175.00 – Promoting your for-profit business, selling memberships, insurance, political, etc.

**AG PAVILION BOOTHS:** SUBJECT TO FESTIVAL COMMITTEE APPROVAL. Contact information below.

**SHARING A BOOTH** is permissible if BOTH applicants have provided the appropriate information, signed and dated the application and is approved by the Festival Committee, however booth applications from each party sharing the space and payment need to be sent together to avoid a \$10 additional charge.

**INSURANCE:** Food, ride and game vendors must provide proof of general liability insurance naming the Arroyo Grande Valley Harvest Festival as additional insured for a minimum of \$1,000,000. Most other vendors are exempt, and will be notified of any insurance requirements.

**Items NOT ALLOWED to be sold:**

- Knives, swords, blades or scissors with more than a 2-inch blade
- Any type of gun
- Any product made from an endangered animal
- Anything pornographic and/or offensive and/or obscene
- Anything drug-related
- Any other items deemed inappropriate by the Festival Committee for a family oriented event

Judgment will be up to the discretion of the Festival Committee, and violations will cause immediate expulsion from the Festival, with no refund.

**BOOTH ASSIGNMENTS:** Every effort will be made to assign the same booth to returning vendors from the 2016 Arroyo Grande Valley Harvest Festival. The assignment of booth locations for both new and returning vendors is made by the Festival Committee, and although vendors may request certain areas, availability will dictate the final location. Please Note: **SINCE CORNER BOOTHS HAVE A LARGER FRONTAGE, THE PRICE FOR CORNER BOOTHS IS \$50.00 MORE THAN LISTED. RETURNING VENDORS WILL HAVE 1ST OPTION ON THESE SPACES AT THE INCREASED PRICE. Please provide your email address on your application. Unless otherwise noted on your Application and your BOOTH ASSIGNMENT WILL BE SENT VIA EMAIL.**

**PA SYSTEMS:** Vendor public address systems, announcement systems, or amplification systems are NOT allowed without prior approval.

**ANIMALS:** No dogs or other animals of any kind are allowed, except seeing-eye dogs or canine companions or as necessary in the animal related booths such as certain booths in the AG PAVILION and animal rescue groups.

**Arroyo Grande Valley Harvest Festival**

**Sam Cotton**

**Booth/Activity Chair**

**Post Office Box 575**

**Arroyo Grande, CA 93421-575**