



The Catholic Community of Our Lady of Lourdes  
10191 Central Avenue  
Montclair, CA 91763

FESTIVAL 2018  
Vendor Application Form

Rental Fee  
is \$75/day

Vendor Business Name: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Seller's Permit #: \_\_\_\_\_

*Seller's permit required for established BUSINESSES selling goods & charging sales tax*

Items to Be Sold: \_\_\_\_\_

I agree to hold harmless Our Lady of Lourdes Church, Our Lady of Lourdes School, the Diocese of San Bernardino and its employees and volunteers for any damage or injury incurred in relation to the Festival 2018.

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

Print Name: \_\_\_\_\_

*Established BUSINESSES must provide a "Certificate of Liability Insurance" for a minimum of \$1 million naming the Catholic Community of Our Lady of Lourdes as the additional insured for the Festival 2018.*

**Access to electricity is not guaranteed - please plan accordingly**

Space requirements:

- Space is limited to 10' X 10' (10' x 20' for food trucks or similar).
- Set up will be allowed beginning 2 hours prior to the event; once unloaded, vehicles may NOT be parked in the festival area (they can be parked on the south side of the school playground).
- Vendors shall provide their own shade cover, tables, chairs etc. OLL will **not** be responsible for providing extension cords, and/or power strips.
- All vendors are responsible for cleaning up their areas prior to departing.

All vendors must be pre-approved by Becky Esqueda prior to reserving booth space. Sales items must be approved in advance of the event. Food items must include ingredients or have a list of ingredients displayed at the booth. Individual vendors are responsible for all food permits (if you are an established business). Access to the parish kitchen is limited to approved, participating Parish ministries.

**Contact Becky Esqueda for information and vendor approval: (925) 437-3428**

Approved vendors must remit payment by April 4. No payments are accepted on the day of the event; there are no refunds.

Payment must be made at the parish office. Office Hours are Mon-Thu 8:30 - noon and 1-5; Fri 8:30 - noon. Closed Weekends and holidays.

Festival Dates:

- Friday, April 13: 5 PM - 11 PM
- Saturday, April 14: 1 PM - 11 PM
- Sunday, April 15: 1 PM - 8 PM