



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

FESTIVAL 2019
 Vendor Application Form

Rental Fee: Food Vendors: \$100/day All Other Vendors: \$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 2019.

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 2019.

Access to electricity is not guaranteed - please plan accordingly

Space requirements:

- Space is limited to 10' X 12' (10' x 20' for food trucks or similar). If you use more space, additional rental fees will be assessed.
- 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 must 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 Thursday, March 28 . 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 5: 5 PM - 11 PM
- Saturday, April 6: 1 PM - 11 PM
- Sunday, April 7: 1 PM - 8 PM