



CITY OF RIVERSIDE PARKS, RECREATION &
COMMUNITY SERVICES
ARLINGTON BUSINESS PARTNERSHIP

VENDOR BOOTH APPLICATION

Winter Wonderland

Saturday, December 7, 2019
8:30 – 10:00 a.m. | 10:00 a.m. – 4:00 p.m.
Arlington Heights Sports Park
9401 Cleveland Ave., Riverside, CA 92503

BOOTH SPACES ARE 10'x10' ft.

RETURN COMPLETED APPLICATIONS TO:

Oz Puerta,
Communications & Outreach Coordinator
Arlington Business Partnership
9800 Indiana Ave. Ste. 2 | Riverside, CA 92503

oz@riversideabp.com
(951) 509-1100 | (951) 509-6802 Fax

RETURN BY NOVEMBER 8, 2019



CITY OF RIVERSIDE PARKS, RECREATION &
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Winter Wonderland

Vendor Information—Please Type or Print Clearly Using Black or Blue Ink

FIRST AND LAST NAME: _____

BUSINESS NAME: _____

EMAIL: _____

MAILING ADDRESS:
Street, City, State, Zip Code _____

PHONE: _____ Riverside City Business License No.: _____

BRIEF DESCRIPTION OF ITEMS FOR SALE: _____

BRIEF DESCRIPTION OF YOUR SETUP (i.e. canopy, generator, extra footage): _____

VENDOR TYPE	QUANTITY	SIZE	FEE	SUB-TOTAL
ARLINGTON BID BUSINESS (NON-FOOD)		10'x10'	FREE	\$
INFORMATIONAL (NO SELLS)		10'x10'	\$120.00	\$
ARTISAN/HANDMADE GOODS/CRAFTS		10'x10'	\$160.00	\$
RETAIL		10'x10'	\$200.00	\$
FOOD		10'x10'	\$300.00	\$
ONE-DAY BUSINESS LICENSE		10'x10'	\$5.00	\$
GRAND TOTAL DUE:				\$

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It is the goal of the City of Riverside and Arlington Business Partnership to avoid multiple vendors selling the same/similar item; however, there may be some exceptions to this rule.

- The City of Riverside and Arlington Business Partnership will assign location for all vendors.
- The City of Riverside and Arlington Business Partnership will **NOT** provide electricity, tables, or chairs. This should be considered when establishing the items to be sold.
- The City of Riverside and Arlington Business Partnership will provide a 10x10 event space and canopy for artisan, craft, & retail vendors.
- Food vendors must provide their own fully enclosed canopy, which needs to meet Riverside County Health and City Fire Department standards.
- Food vendors must complete and submit all required County of Riverside Department of Environmental Health forms and requested documentation.
- Vendors are responsible for setting up and breaking down their own space, which includes tables, chairs, water, and/or shelter.
- Setup time begins at 4 p.m. and concludes at 8 p.m. on Friday. Set-up on Saturday, is only available for food vendors from 5 a.m. to 7 a.m.
- All vendors are subject to approval by The City of Riverside Parks, Recreation and Community Services Department and Arlington Business Partnership.

REFUNDS WILL NOT BE GRANTED

If selected to be a vendor at this event, you will be required to submit the following:

- City of Riverside Parks, Recreation and Community Services Department/Arlington Business Partnership Waiver (enclosed)
- Copy of City of Riverside Business License **OR** purchase of a One-Day License
- Vendor Fees: Payable to Arlington Business Partnership. Payment is accepted via check/money order, debit/credit card via PayPal Invoice (Email Address Required)
- Food Vendor: County of Riverside Department of Environmental Health forms and 2A10BC fire extinguisher. If using a fryer, you will also need a Class K fire extinguisher

The City of Riverside and Arlington Business Partnership will **NOT** provide water or electrical hookups. This should be considered when establishing items to be sold. **Vendors are responsible for setting up and breaking down their own booth, which includes tables, chairs, water, and/or shelter, electricity, and water.** Setup time begins at 4 p.m. and concludes at 8 p.m. on Friday. Set-up on Saturday is only available for food vendors from 5 a.m. to 7 a.m. You will NOT be permitted to set up after 7 a.m. for safety reasons. Refunds will not be granted. All booths are subject to approval by the City of Riverside Parks, Recreation and Community Services Department and Arlington Business Partnership.

Print Name: _____

Signature: _____ Date: _____

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WAIVER, RELEASE AND INDEMNITY AGREEMENT | WINTER WONDERLAND

It is understood that I, the undersigned vendor, cannot participate in the Recreation activities until this WAIVER form has been completed. For additional information, call 951- 826-2000. For, and in consideration of, participating in the Winter Wonderland which is organized and sponsored by the City of Riverside in the County of Riverside, in partnership with Arlington Business Partnership, the Undersigned hereby voluntarily forever releases, discharges, waives and relinquishes any and all actions or causes of action for personal injury, property damage or wrongful death occurring to the Undersigned or undersigned property, arising out of the participation in said activity thereto wherever or however the same may occur and for whatever period said activity may continue, and the Undersigned does for himself/herself, his/her heirs, executors administrators and assigns hereby release, waive, discharge and relinquish any action or causes of action, aforesaid, which may hereafter arise for himself/herself and for his/her heirs, executors, administrators or assigns and shall not prosecute or present any claim for personal injury, property damage or wrongful death against the City of Riverside, Arlington Business Partnership, the City of Riverside Park, Recreation and Community Service Department or any of its officers, agents, servants or employees, (hereinafter referred to as "Releases") for any of said causes of action including, but not limited to, losses caused by the passive or active negligence of the Releases.

The Undersigned acknowledges, understands and agrees that the releasers, The City of Riverside and Arlington Business Partnership, are not responsible and assumes no risk for any damage to or for lost or stolen personal property (including all artwork) of the undersigned. The Undersigned acknowledges, understands and assumes the risks, if any, arising from the conditions of the various recreation facilities, park grounds and parking lots; and acknowledges and understands that this waiver includes, but is not limited to, any action or cause of action arising from (1) the performance, or failure to perform, maintenance, inspection, supervision, control or security of said areas, (2) for the failure to warn of dangerous conditions as existing on/or near said locations, or (3) for any action by the spectators or (4) for negligent supervision of spectators, or (5) for any hidden, latent or obvious defects or dangerous conditions existing on/or near said locations.

IT IS THE INTENTION OF _____ BY THIS INSTRUMENT TO EXEMPT AND RELIEVE RELEASEES FROM LIABILITY FOR PERSONAL INJURY, PROPERTY DAMAGE AND WRONGFUL DEATH CAUSED BY THE PASSIVE OR ACTIVE NEGLIGENCE OF THE RELEASES.

The Undersigned, for himself/herself, his/her heirs executors, administrators or assigns agrees that in the event any claim for the Undersigned's personal injury, property damage or wrongful death shall be prosecuted against Releases he/she shall indemnify and save harmless releases from any and all claims of action by whomever made or presented for the Undersigned's personal injuries, property damage or wrongful death. The Undersigned acknowledges that he/she has read the foregoing paragraphs, has been fully and completely advised concerning same and is fully aware of legal consequences of signing this document. Undersigned further states that based upon his/her independent evaluation of the risks, UNDERSIGNED REAFFIRM HIS/HER ASSUMPTION OF THE RISKS AND DANGERS SET FORTH ABOVE. Undersigned has read and hereby agree to abide by the City Recreation Activity Rules. Undersigned gives permission to the CITY OF RIVERSIDE and ARLINGTON BUSINESS PARTNERSHIP to photograph him/her participating in the activity for use in future City publications and understands that he/she will not receive any compensation for such use. Undersigned further acknowledges that his/her participation in the CITY OF RIVERSIDE Recreation Activities will be in jeopardy should he/she fail to adhere to the rules.

Name: _____	Business Name: _____
Signature: _____	Date: _____

FOR OFFICE USE ONLY				
Forms Completed & Submitted:				
<input type="checkbox"/> Vendor Application	<input type="checkbox"/> Waiver/Release	<input type="checkbox"/> Business License	<input type="checkbox"/> Certificate of Insurance	<input type="checkbox"/> Health Dept. Forms
Vendor Type: _____				Booth No. _____
Receipt No. _____	Payment: _____	Check No. _____	Cash _____	Credit/Debit Card _____

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