



**LAKE MENIFEE**  
WOMEN'S CLUB  
• EST. 1990 •

## **INDEPENDENCE DAY CELEBRATION**

Sponsored by the City of Meniffee

Wheatfield Park  
30627 Meniffee Rd  
Meniffee, CA 92584

**JUNE 30, 2018**

## **Vendor Application**

Lake Meniffee Women's Club  
30141 Antelope Rd, D122  
Meniffee, CA 92584

Craft Vendors: Gloria Hetland (951) 970-1477 or (951) 723-5751

Food Vendors: Linda Delfin(951) 723-5751

Email: [joinlmwc@gmail.com](mailto:joinlmwc@gmail.com)

# Welcome

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Thank you for applying to be a vendor at our Annual Independence Day Celebration. This event has grown larger every year and we have added more space to accommodate more vendors! Please read through the following information carefully, sign all documents and mail the packet to the Lake Menifee Women's Club.

## **APPLICATION PROCESS**

***Vendors must supply all of the following prior to the specified deadline in order for their submitted application to be considered "Complete"***

1. Completed "Vendor Application"
2. Check for vendor fees payable to "Lake Menifee Women's Club"
3. Vendor Booth Information Form (signed & dated)
4. Vendor Information and Requirements (signed & dated)
5. Liability waivers of all individuals working that day (additional forms can be submitted)
6. Copy of your Certificate of Liability Insurance (FOOD VENDORS ONLY)
7. City of Menifee one-day Business License Application
8. Check for one-day Business license payable to "The City of Menifee" for \$9.00 (If applicable)
9. Cal Fire Requirements Letter (signed and dated and return with Vendor Application)

\*\*Please fill out all forms, sign, date and mail with your check for vendor fees payable to "Lake Menifee Women's Club" and check payable to "The City of Menifee" for one-day business license (if applicable).

**Mail to:        Lake Menifee Women's Club  
                         30141 Antelope Rd D122  
                         Menifee, CA 92584**

## **VENDOR FEES**

ALL FEES ARE NON-REFUNDABLE

**Check payable to "Lake Menifee Women's Club"**

| DEADLINE                                   | FOOD     | CRAFT   |
|--|----------|---------|
| <b>June 1, 2018-Early Payment Discount</b> | \$300.00 | \$75.00 |
| <b>After June 15, 2018</b>                 | \$350.00 | \$90.00 |

**Lake Menifee Women's Club  
2018 Independence Day Celebration Vendor Application**

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## Vendor Registration Form

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### CONTACT INFORMATION

|                  |  |
|------------------|--|
| Contact Person   |  |
| Business Name    |  |
| Street Address   |  |
| City ST ZIP Code |  |
| Phone            |  |
| Cell Phone       |  |
| E-Mail Address   |  |

### PRODUCT/ITEMS FOR SALE:

Please list all food items or merchandise that will be available for purchase day of the event.

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\*The following products are strictly prohibited from sale at this event: Marshmallow shooting products, Silly string items of any sort and tobacco or tobacco related products.

### WHAT TYPE OF EQUIPMENT ARE YOU USING TO COOK FOOD?

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**\*\* DEADLINE FOR APPLICATION IS JUNE 15, 2018\*\***

## VENDOR BOOTH INFORMATION

1. Type of Booth (*please circle one*): Craft | Food
2. Number of booth spaces requested (*please circle one*): 1 | 2 | 3 | 4 | 5  
**\*Booth Spaces are 10X10.**
3. Type of set up (*please circle one*): Food Truck/Trailer | Canopy | Table  
If not listed, Please specify: \_\_\_\_\_
4. Size of Food Truck / Trailer: Height: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_
5. Type of Power Source: Self Contained (vehicle) | Generator | None
6. If you selected generator, please list the following information (REQUIRED):  
\_\_\_\_\_ KVVW \_\_\_\_\_ BRAND \_\_\_\_\_ FIRE EXTINGUISHER TYPE  
**\*Generator must be fenced off away from LPG tanks and fuel.**
7. Do you have a City of Menifee Business License? \_\_\_\_ Yes \_\_\_\_ No
  - If you **do not** have a license to operate in the City of Menifee you will need a one-day Business License. You must fill out the attached application and submit a check payable to "The City of Menifee" for \$9.00. It must be attached to your vendor registration form.
  - If you **have** a license to operate in the City of Menifee you do not have to pay the \$9.00 one day fee but will still need to fill out the attached city application and attach to your vendor registration form.

***By signing below you acknowledge that you understand the requirements outlined in this document and that you have provided all of the information required.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## VENDOR INFORMATION AND REQUIREMENTS

1. Booth(s) are to be set up Saturday June 30, 2018, between 9am and 2pm. You will have vehicle access between those hours to unload your wares. After unloading, vendors are to park their vehicles in Bell Mountain parking lot. A parking pass will be issued at the time of check in. ***You are responsible for your own tables, chairs, canopies, food, beverage, screens, electrical outlets and generators.***
2. All lights must be turned off at 9pm, during the Fireworks display.
3. All booths are to be taken down right after the Firework display.
4. Vendors will be notified of their space number upon check-in on June 30, 2018. Volunteers will be present to direct vendors to their assigned areas for set up.
5. Food and beverage vendor booths must be screened. Please make sure there is proper signage on booth. ***Attached you will find a copy of the temporary food facilities operators guide for any further questions you may have.***
6. We will obtain the required Health Department's Food Vendor one-day permit for ALL FOOD AND BEVERAGE VENDORS.
7. Vendors are responsible for providing their own tables, chairs, canopies, power, lighting (when necessary) and Generators.
8. Trash receptacles throughout the event are for event debris. Large boxes, oils and food waste are to be hauled out by the vendor.
9. All vendors must be set up in their assigned area 1-2 hours prior to the event start time and remain set up until the end of the event. Access to the field will not be permitted during the event time and will open up no earlier than 30 minutes after the event conclusion.
10. There is a haul in and haul out policy for all large boxes/oils utilized for cooking (these items are not to be dumped in onsite dumpsters).
11. It is the responsibility of the vendor to clean up and leave their booth space in the condition provided to them.

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**12. BUSINESS LICENSE MUST BE DISPLAYED ON FRONT OF CART/TENT**

13. All Vendors must have approved fire extinguisher.

14. All vendors are encouraged to show spirit at each event, decorating booths to the theme of the event, however this is not required.

15. All vendors will be required to attend Crowd Training (dates to be provided) in order to participate in City of Menifee Special Events.

**NOTE: SUBMITTAL OF APPLICATION DOES NOT GUARENTEE SPACE. VENDOR SPACE WILL BE APPROVED AND CONFIRMATION WILL BE EMAILED.**

ALL FEES ARE NON-REFUNDABLE.

**I have read and understand the vendor information and requirements**

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Signature

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Date

## **Liability Waiver**

**Liability Waiver Photo & Video Taping Release:** I hereby give my express and unconditional permission and consent to The Lake Menifee Women's Club to use videotaped or photographed images of me or said minor or otherwise use the name or my likeness or that of said minor for use in the Club's publicity or public relations materials and I will not seek any fee or other form of compensation of any type or amount for such use. I hereby give up any rights that I or said minor may have to inspect or approve my images, name or likeness or that of said minor including any advertising copy, printed matter, website or other media or material in which my images, name or likeness or that of said minor may appear in relation to the Club's publicity or public relations materials.

**Release from Liability and Indemnification:** In consideration for participating in the activity listed above, I hereby waive, release and discharge any and all claims for damages for bodily injury, personal injury, death, or property damage which I may have or which may hereafter accrue as a result of my participation in the activity. This release is intended to discharge, in advance, the Lake Menifee Women's Club and volunteers from and against any and all liability arising out of, or connected in any way with, my participation in said activity, even though that liability may arise out of negligence on the part of the Lake Menifee Women's Club and volunteers. I understand that the above activity may be of a hazardous nature and/or include physical and/or strenuous exercise or activity; that serious accidents may occur during the above described activity; and that participants in the above described activity may sustain bodily injury, personal injury and/or property damage as a consequence thereof. Those hazards include, but are not limited to, exposure to the elements, sprains, strains, cuts or contusions associated with strenuous work or the use of tools; over exertion; walking on uneven ground, lifting materials or unpredictable acts by others. Knowing the risks involved, nevertheless, I have voluntarily applied to participate in the above described activity and I hereby agree to assume any and all risks of injury or death and to release the Lake Menifee Women's Club and volunteers, who through negligence or any other act or omission might otherwise be liable to me. I further understand and agree that this waiver, release, and assumption of risks is to be binding to my heirs and assigns. I further agree to indemnify, defend and hold the Lake Menifee Women's Club and volunteers' harm-less from any loss, liability, claim, damage, or expense which may incur as a result of my participation in the above described activity

Participants Name: \_\_\_\_\_

Signature of Participant: \_\_\_\_\_ Date: \_\_\_\_\_

*(Signature of parent/guardian if minor)*