



## 31st Annual San Carlos Hometown Day

### Marketplace Vendor Participation Form

Saturday, May 21 and Sunday, May 22, 2011

Name of Organization or Business: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

General List of Items for Sale: \_\_\_\_\_

\_\_\_\_\_

Website (needed to view pictures of items): \_\_\_\_\_

I do not have a website but will attach pictures to this form

#### General Information:

1. Spaces are 10' by 10' (single) or 10' by 20' (double)
2. Vendors to provide own tables, linens, signage and chairs, as necessary.
3. A fee of \$50 will be collected if you cancel before May 1, 2011. There will be NO refunds after May 1, 2011.
4. Due to limited vendor spaces, vending spots will be awarded on a first come, first served basis. All vendors will be juried.
5. All groups MUST provide a certificate of insurance for this event.
6. All vehicles used to deliver items to booth MUST have a loading zone permit. The permit application is attached.

#### Fees:

Item Type	Fee Charged
Any Commercial made items	\$250 Single Space (10'x10')
Any Commercial made items	\$500 Double Space (10'x20')
ALL Self-made items	\$150 Single Space (10'x10') resident of San Carlos
ALL Self-made items	\$175 Single Space (10'x10') non-resident of San Carlos

**Please make sure that we receive the following items and forms in by April 15, 2011:**

- Your Check for booth space (Make payable to S.C. Hometown Days)
- This Form
- Loading Zone Permit Application
- Certificate of Insurance Coverage
- Pictures of items attached or website provided. If you are a returning vendor, we only need pictures of new items.

To: Adrienne Werner  
436 Portofino Drive #201  
San Carlos, CA. 94070  
(650) 281-3231 or preferably email to me at: [mouse3337@gmail.com](mailto:mouse3337@gmail.com)

# Loading Zone Permit

## Application Form

Please fill in and return it with your Hometown Days forms.

You'll be assigned a Loading Zone permit, which will allow you to leave your vehicle for 20 minutes in either the Cedar Street Loading Zone or the Chestnut Street Loading Zone to deliver supplies to your booth. The police will have a copy of the list of authorized vehicles. All others may be towed. **PERMITS will be handed out at the Food and Game meeting on April 28 at 7:30 pm at the Adult Community Center.**

**Name of Organization or Business** \_\_\_\_\_

Name of Vehicle Owner \_\_\_\_\_

Vehicle Owner's Cell Phone Number \_\_\_\_\_

Vehicle License Plate Number \_\_\_\_\_

Make, Model and Color of Vehicle \_\_\_\_\_