



**3<sup>rd</sup> ANNUAL TOUR DE PERRIS VENDOR FORM**

**Event Date:** Saturday October 5, 2012

**Location:** City Hall 101 N. Perris Blvd, Perris, CA 92570

**Event Time:** 6:00 am – 5:00pm

**Set-Up time:** 6:30 am – 8:45 am    **Tear Down:** No earlier than 5pm

**Fee:** \$20 raffle donation item.

Registration deadline for vendors is September 19, 2013 at 5:00pm, NO EXCEPTIONS. Please fill out this form and submit your registration in person or via mail to the City of Perris, Attention: Sara Cortés de Pavón, 135 N. D Street, Perris, CA 92570. Office hours are Monday –Thursday 8:00am-6:00pm. If you have any questions, call 951-943-5003 x254 or email [scortes-depavon@cityofperris.org](mailto:scortes-depavon@cityofperris.org).

**SECTION 1: Business Information**

Business Name/Organization: \_\_\_\_\_  
Services Provided/Selling: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
Website: www. \_\_\_\_\_

**Booth Fee:** \$20 raffle item to be donated in lieu of booth fee. Raffle item can be broken into more than 1 item to obtain the \$20. When we raffle the item(s) you donated, we will announce your company, a short promotional statement and your booth location. We intend to raffle an item every half hour starting at 11 am.

- 1. \_\_\_\_\_ Value \$ \_\_\_\_\_
- 2. \_\_\_\_\_ Value \$ \_\_\_\_\_

Responsible Party Signature \_\_\_\_\_ Date: \_\_\_\_\_  
Print Responsible Party Name \_\_\_\_\_

**SECTION 2: Read Before Signing**

Adult participants hereby release: City of Perris, elected officials, officers, agents & employee's from any liability, claim action or damages resulting from or in any way arising out of participation in the above activity, unless such claim, action or damage is based on the sole negligence or willful misconduct of said City. Adult participant is aware that the City of Perris may videotape or photograph this event and understand that I will not receive any compensation for such use. These videos and photographs are to be used to promote City programs to the community. The video will be televised on Perris TV-3 and the photographs will be used in various print mediums. **By signing my signature below, I am stating that I have read the above, understand and agree.**

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

### 3<sup>RD</sup> Annual Tour de Perris

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**SECTION 3: General Application, Instructions, Rules and Regulations**

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**Booth:** Please bring your own 10' x 10' canopy and any tables and chairs you will need. This event will be held outdoors, rain or shine. The event will be a family friendly event should you wish to have activities and/or prizes for children at your booth. Please inform us if you require electricity. **No vehicles allowed in the booth area.**

**City Business License:** The event is City-sponsored. A City business license is not required.

**Food Vendors:** Food vending space is limited, the event will have a blanket food permit issued by Environmental Health. Please do not apply for a food vending space unless you can meet the permit/health department requirements. The Department of Environmental Health will inspect all booths the morning of the event if you do not pass you will not be allowed to operate the concession and you will not receive a refund.

Food Vendors must be in compliance with the Riverside County Department of Environmental Health Services. All food vendors must be listed on the Environmental Health Blanket Food Permit, and application will be initiated by the City. Food vendors must be prepared to pass the health inspection that morning. Refer to "Temporary Food Facilities" Operator's Guide available at [www.rivcoeh.org](http://www.rivcoeh.org) for food booth requirements, or you may obtain a copy from event coordinator. The City needs the following information to complete the permit application.

Please describe potable water supply, wastewater disposal, garbage disposal system for your booth: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Set-up hours are from 6:30am – 8:45 a.m.** Sales may begin as early as 8:00am. The event is open to the public and general admission is free. The event will end no later than 5:00pm please do not leave prior to the closing of the event.

**All vendors:** If your canopy does not have business name or logo, please post your business name at the front of your booth with a banner. Booths shade covers must be made with a fire resistant material.

**Appropriate conduct and language is required at all times,** failure to behave in accordance with a wholesome family atmosphere will result in expulsion from the event. Refunds will not be made.

**Alcohol is not allowed** at the event or in the parking lots or camping area.

**Loud music & noise is not allowed;** please make arrangements with the event coordinator if music is part of your booth space or attraction.

**The City of Perris is not** responsible for lost or stolen items.

**Please clean up after yourself** during the event and on departure from the event. Disposable waste receptacles are located throughout event site and trash can liners are available during the event. Please let us know if you need additional waste receptacles or liners.

Thank you for your participation and we are looking forward to a successful event! If you have any questions please contact Sara Cortés de Pavón at (951) 943-5003 x254 [scortes-depavon@cityofperris.org](mailto:scortes-depavon@cityofperris.org).