

VENDOR INFORMATION AND APPLICATION  
COLORADO RIVER FAIR  
MARCH 16-19, 2017

**Minimum Vendor Hours:** 2:00 pm to 10:00 pm on Thursday and Friday, 10:00 am to 10:00 pm Saturday and Sunday. You may open earlier and close later if you wish.

Vendor Locations are assigned by Fair Management: you may express your desired location but we make no guarantee of such.

**All Commercial Vendors:** With more than a 10x20 space outside of the tent and all food vendors are REQUIRED to provide and use a cash register system with the ability to provide daily Z tapes. These vendors will need to comply with the Fair's Daily Audit System. NO EXCEPTIONS. You will be required to pay a commission to the Fair.

It is the decision of Fair Management to restrict or limit to the best of its ability, duplication of products or services offered by Fair Vendors: This is a courtesy extended to Fair vendors to help assure better sales and profits.

All vendor deposits and rental fees are due by February 13, 2017. Late payments will constitute cancellation of your contract. Any NSF checks: will be turned over to the Fairs collection service and will terminate the contract.

Each vendor must provide copies of their California State Board of Equalization permit number, Certificate of Insurance with the 54<sup>th</sup> DAA listed as additional insured (see sample): These are due with your signed contract and must be in the Fair office before the vendor can set up on the Fairgrounds. Food vendors must also provide a valid Health permit prior to opening for business. Insurance is available through the Fair.

All vendors must have their equipment, merchandise, etc. On the Fairgrounds no later than 10:00 pm. Wednesday, March 15<sup>th</sup>, 2017.

Food Vendors will be notified of Riverside County Health Department Inspection Dates. (Usually first day of Fair). All food Vendors must have and use a cash register system with the ability to provide daily Z tapes and comply with the daily audit system. Grease and food products may only be disposed of in designated containers. A clean up fee of \$200.00 will be assessed for food vendors found in violation. NO STYROFOAM PRODUCTS WILL BE ALLOWED ON THE FAIRGROUNDS. (Ie: cups, plates, etc.)

**ALL VENDORS MUST USE THIS SHEET**

**Priority Vendors** – Please include your deposit, your complete product list, and your menu if selling food products.

**Non-Priority Vendors** – Please submit your request with photos of your unit, a complete product list and a menu if selling food products. Non-priority vendors send no money at this time.

**All vendors** – Must list all products to be sold. All items must be approved by Fair Management.

BUSINESS NAME \_\_\_\_\_

BUSINESS OWNER/MANAGER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

Phone and e-mail: We must have your contact information. REQUIRED

DESCRIPTION OF PRODUCTS AND SERVICES (PLEASE BE SPECIFIC, ONLY ITEMS APPROVED MAY BE SOLD. YOU MAY ATTACH ADDITIONAL PAGES). \_\_\_\_\_

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PRICE RANGE: FROM \_\_\_\_\_ TO \_\_\_\_\_

**PAGE 1 OF 2 PAGES REQUIRED FOR REQUEST TO BE PROCESSED.**

Please fill out all information requested:  
Please see Vendor price and information sheet for correct Prices:

Type of space requested:

\_\_\_\_\_ Commercial in the tent. Size 10' x \_\_\_\_\_

\_\_\_\_\_ Commercial vendor with display trailer: size frontage \_\_\_\_\_ft depth \_\_\_\_\_ft

\_\_\_\_\_ Food vendor space: size frontage \_\_\_\_\_ft

Space Fee.....\$ \_\_\_\_\_

Utility charge (Food vendors & Commercial with trailer only).....\$ 100.00 \_\_\_\_\_

CFSA Insurance (if you have CFSA please write in your #).....\$ \_\_\_\_\_

RV space (very limited number available).....\$ \_\_\_\_\_

Additional passes are available for purchase at our office when you check in.

Total amount due \$ \_\_\_\_\_

Priority Vendors – ½ due by January 1, 2017 \$ \_\_\_\_\_ please make note of this date.

Balance due by February 13, 2017. Late payment will result in termination of your contract.

Please remit both pages of “Vendor Request for space” and deposit if applicable (priority vendors). If you are a non-priority vendor do not send a deposit until you are contacted. Fill in all information and mail these pages with required photos as soon as possible so that we will have it available if we have an opening for you.

Mail to:

Colorado River Fair  
591 N. Olive Lake Blvd.  
Blythe, CA 92225

Phone: 760-922-3247  
Fax: 760-922-6196

**VENDOR PRICING AND INFORMATION**  
**ALL VENDORS MUST HAVE:**

**Insurance** – Provide a certificate of insurance (\$1,000,000.00 liability) with the Colorado River Fair – 54<sup>th</sup> DAA listed as additional insured. If you wish for us to obtain insurance for you please notify us. For our 2017 insurance rates please contact our office at 760-922-3247.

**California State Board of Equalization Seller’s Permit** – Please attach a copy to your paperwork. Required only if you are selling. No City of Blythe Transient Business License required.

Each contracted Vendor will receive two vendor passes daily and food vendors will receive one delivery pass daily. Additional passes may be purchased @ \$5.00 per day per person.

**Types of Vendors**

**Commercial vendors:** Under the Tent. The price is for the duration of the Fair. Each 10’x10’ space in the tent has a roof, an 8’ back wall and two 8’ side walls. The fourth side of the space is open to the public. You will need to provide something to secure the front of your space, each night after the close of business. The Colorado River Fair is not responsible for theft or damaged items. A 110 volt electricity hook up is included in the price. Please note if you overload your space and blow breakers we will come and unplug the necessary cords to accommodate the circuit and you will not be allowed to plug in anything we remove. Each 10’x10’ space = \$400.00

**Commercial Vendors with display trailers:** Vendors with 20’ or more of storefront footage will pay 23% of the gross sales less sales tax with a minimum of \$730.00. You must have a cash register system capable of providing us with daily Z tapes and agree to comply with the Fair’s daily audit system. Depth of space may be limited.

Store front footage 10’-20 \$400.00 minimum \_\_\_\_\_ ft x \$30.00 = \_\_\_\_\_

Store front footage 21’ or more \$730 minimum \_\_\_\_\_ ft x \$30.00 = \_\_\_\_\_

Plus utility charge - \$100.00 \_\_\_\_\_ = -\$100.00 \_\_\_\_\_

Total \_\_\_\_\_

**Commercial Food Vendors** – 23% of the Gross less sales tax with a minimum charge of \$400.00 plus \$100.00 utility charge. All food vendors must have a cash register system capable of providing us with daily Z tapes and comply with the Fair’s daily audit procedures. Minimum is due as space fee. \$400.00 plus \$100.00 utility charge.

Z tapes are reconciled with vendors after Sunday night closing.

RV space dry camp only is \$10.00 a day. Space is very limited. Additional passes \$5.00 per day per person.