



San Diego Chinese Center

428 Third Avenue ■ San Diego, CA 92101

2009 Chinese New Year Food and Cultural Fair Commercial Booth Reservation/Agreement Year of the Ox

Reservation and rental agreement for a commercial booth at the 2009 Chinese New Year Food and Cultural Fair to be held in the Asian Thematic Historic District in Downtown San Diego along 3rd Avenue and J Street. The Fair dates are **February 7 and 8, 2009**. The hours of operations are 10:00 AM – 5:00 PM for both days.

Terms of Agreement:

By signing and returning this form to the SDCC, your company or organization agrees to participate in the 2009 Chinese New Year Food and Cultural Fair and to adhere to the guidelines and regulations as defined by this agreement.

1. Booth must be manned at all times.
2. Electrical cables must be tapped down and secured in a safe manner.
3. Signage must be appropriate to your booth size. Signs exceeding 10 feet in length must be pre-approved.
4. No materials containing political or controversial statements will be posted or distributed.
5. No fresh food or beverages may be sold from a commercial booth.
6. Payment in full must be received **no later than February 8, 2009**. If payment is not received by January 31st, the booth will not be reserved
7. No refund on rental fee unless the event is closed due to rain.
8. A refund (less a \$100.00 charge) will be issued to anyone canceling a prepaid reservation on or before January 19, 2009. No cancellation with refund will be accepted after January 19, 2009.
9. Any refunds will be processed within two weeks following the event.
10. No personal vehicles may be on-site during the operational hours of the event.
11. SDCC will not be held liable for the occurrence of theft or shoplifting during the event.
12. All merchandise must be removed from fair site by 6:30 PM on Sunday, February 8, 2009.

Check the appropriate box below and make **check payable to the San Diego Chinese Center**. Please sign and return this reservation/agreement along with your payment to the San Diego Chinese Center, 428 Third Avenue, San Diego, CA 92101. (Make copy for your records.)

Early Bird Special Price

- 10' x 10' space + Canopy Rental = \$360
- 10' x 10' space + Your Canopy = \$300
- 10' x 20' space + Canopy Rental = \$650
- 10' x 20' space + Your Canopy = \$500

Price after December 17, 2008

- 10' x 10' space + Canopy Rental = \$410
- 10' x 10' space + Your Canopy = \$350
- 10' x 20' space + Canopy Rental = \$700
- 10' x 20' space + Your Rental = \$550

California Seller's Permit Number: (if applicable)

Non-Profit Organizations Only:

- 10' x 10' space + Canopy Rental = \$200
- 10' x 20' space + Canopy Rental = \$250
- 10' x 10' space + Your Canopy = \$140
- 10' x 20' space + Your Rental = \$200

Please provide copy of your 501 (c) determination letter or equivalent.

Company / Organization Name: _____

Contact Person: _____
(Please print name) Signature

Description of products/services to be sold: _____

Full Mailing Address: _____

City, State, Zip: _____

Daytime Phone: _____ Alternate Phone: _____

Fax: _____

Email: _____

Total number of spaces your organization is requesting: _____.

Amount enclosed: \$ _____.

Do you have liability insurance coverage? _____ Yes _____ No.

For information about setting up a Food Booth at our event, please contact Linh Du at linhpdu@gmail.com or call (619) 398-7025 to obtain a Food Booth Vendor Application form.

27th Annual Chinese New Year Food and Cultural Fair 2009 Information Sheet (Please Read Carefully)

Location: The 2009 Chinese New Year Food and Cultural Fair will be held in the heart of the Asian Thematic Historic District of San Diego, Third Avenue and J Street. This is an **outdoor** event.

Fair Dates: February 7 and 8, 2008 (Saturday and Sunday)

Hours of Operation: Saturday 10:00AM - 5:00PM
Sunday 10:00AM - 5:00PM

Set-up Schedule: Grounds will be available for set-up between 6:00-9:00PM Friday, February 6th and Saturday after 7:00AM. Vehicles will be permitted on site for unloading until 9:15AM on Saturday morning. No special parking is arranged for vendors; however, there are various parking structures in the area, including an \$8 all day parking on Market Street. SDCC will not be liable for any loss of merchandise; therefore all vendors are encouraged to remove valuables from the booth

Departure Schedule: All vendors must vacate the booth by 6:30PM Sunday night. Booth area must be free of merchandise and debris. Vehicles will be allowed on site for loading.

Security: Security will be posted during the operational hours of the event and overnight on Friday and Saturday. The San Diego Chinese Center (SDCC) will provide this service to protect equipment on site. SDCC will not be liable for any loss of merchandise; therefore all vendors are encouraged to remove valuables from the booth when departing the Fair on Saturday evening.

Booth

Specifications: The San Diego Chinese Center will provide each 10'x 10' booth with the following:

Tent with cover and sides

(1) 8' banquet table

(2) Folding chairs

Table skirt includes

Electrical service provided (please note on your agreement form that you need electrical service.)

Special Note:

All vendors are strongly encouraged to bring 25' heavy-duty extension cords, power strips, extra tables, additional lighting to meet special needs, and appropriate signage with your business or organizational name, i.e. printed signs or banners.