



CITY OF BEAUMONT

1310 Oak Valley Pkwy Beaumont, CA 92223

P: (951) 769-8524 F: (951) 769-8519

BeaumontCa.gov

HOLIDAY CRAFT EXTRAVAGANZA APPLICATION

Saturday, December 10, 2022 1:00 p.m. - 5:00 p.m.

Beaumont Civic Center 550 E. 6th Street, Beaumont CA 92223

To participate, a vendor must apply by December 2nd, 2022. The staff has the right to review/revoke the application at any point in time. Merchandise for sale may be asked to be viewed by staff before the applicant is accepted into the event. Applicants must send pictures with their application or make an appointment to meet with staff. Applicants may assume their application is approved unless they hear from staff that it has not been accepted.

- Vendors wishing to sell items not listed on their applications or make any changes to their vendor activity must submit changes for approval.
- The City of Beaumont has the right to make changes to the documents and fees at any time.

FEES

Each vendor shall pay a \$10 booth space fee. fees must be paid in advance to participate in the event, **NO EXCEPTIONS**. If you do not have a current City of Beaumont Business License, a one-day special event license may be obtained at Beaumont City Hall for \$45.

PAYMENT

Vendors may pay with credit/debit card (Visa and Master Card) over the phone or in person via check at the Albert A. Chatigny Center, located at 1310 Oak Valley Parkway - Cash payments will not be accepted. **THIS IS A NON-REFUNDABLE EVENT.**

SPACE ALLOCATION

Spaces are assigned on a first come, first serve basis. Standard space size is 10' x 10'. If additional space is needed there will be an additional fee. **The City will provide 1-2 six foot tables & 2-3 metal chairs for your space. The vendor is responsible for bringing tablecloths/table decor.** Participants must stay within their assigned spaces. Boxes and storage items will not be allowed in the view of the public. Staff reserves the right to relocate vendors and/or reassign spaces at its discretion. Activities no longer deemed appropriate, or that do not coincide with event goals shall be discontinued.

VENDOR SET UP

Vendors may begin set up at 12:00pm. **ALL VENDORS MUST BE COMPLETELY SET UP BY 1pm. NO EXCEPTIONS**

VENDOR DISMANTLING

Event will conclude at 5 p.m., and you are not permitted to unassembled and dismantle your booth until this time.

GENERAL RULES

1. All applications must contain the name, address, phone number and signature of license holder. The application shall also acknowledge the applicant's liability for damages.
2. The City of Beaumont is not responsible for theft or damages to property belonging to persons participating; nor does the above named assume any responsibility for items left unattended during event activities.
3. No person participating in the event shall state, imply or otherwise suggest that the City of Beaumont supports the views of his/her organization.
4. Booths must always be staffed, and participants in the event shall be appropriately dressed and conduct themselves with proper decorum.
5. At the discretion of the staff, participants may not sell merchandise of adult nature, alcohol, or drug paraphernalia. Neither may any merchandise be sold that may imply, suggest, or support this type of activity. If items are found at your booth, you will be asked to pack up your items and you will not be allowed back.
6. No person shall deface or otherwise abuse buildings, plants, or other facilities.
7. All participants shall reimburse The City of Beaumont for any costs incurred relating directly to their activity. This includes damage to landscaping, fixtures, electrical outlets, etc.
8. All participants shall keep their area clean during the activity and leave the space and surrounding area clean afterward. Vendors are required to take all waste caused by or relating to their activity to the dumpster after event.
9. Animals are not allowed at vendor booths during the event without a permit issued by staff.
10. Excessive noise from sound systems, musical performances and other audio equipment is prohibited. Vendors and entertainers using audio equipment shall ensure that noise levels created by their activity do not interfere with the activities of other participants. Any violations or complaints about the noise level will be grounds for suspension.
11. Whereas, parties involved in the selling or transfer of items for sale during this event, under penalties of law, under the copyright codes set forth with the Department of Commerce, will not transfer or permit for resale, items that do not bear the registered trademark of trademarked items, without the written approval of the registering agency and its companies, for which items are protected under the trademark act. If a vendor is caught selling illegal items, the City of Beaumont cannot be held responsible for the actions of the vendor and the vendor will be immediately suspended.
12. Vendors shall not interfere, verbally or physically, with the activities of other market participants. All questions and/or complaints should be directed to the city staff. The staff shall respond appropriately.
13. Vendors are not allowed to sell "irregulars, seconds, buy-out or clearance" merchandise.
14. Booth display requirements within vendor's area must include: all tables be covered by tablecloths; NO selling out of storage boxes; all storage boxes are to be covered by the table drapes; signs must be of professional quality (NOT handwritten)
15. SUBLETTING - Booth spaces shall not be assigned or sublet to others without prior approval from the City staff.
16. All participants shall comply with all the above rules. Noncompliance, including offensive conduct, may result in immediate revocation of privileges and forfeiture of fees. The staff reserves the right to refuse participation to any applicant; they shall not discriminate based on race, religion, creed, color, sex or national origin.
17. Citations shall be issued to any participant not complying with any rules and regulations. If non-compliance continues after a 2nd citation is issued (regardless of reason) participant shall be suspended from the event.
18. Any participant that is denied access, reprimanded, or questions any decision made, may submit a written request for consideration to the staff. The City of Beaumont has final jurisdiction over all activities and decisions.
19. **Smoking is not permitted in or around the building.**
20. Should ownership of a business participating in the event be transferred to a new owner, the new owner must complete an application. At its discretion, the staff will review the application for approval/denial. Retaining the same space assignment and/or participation in the event is not guaranteed.
22. Holiday Craft Extravaganza rules are subject to change without notice.

For Questions Regarding Rules:

Heather Harwood
(951) 769-8524 or hharwood@beaumontca.gov



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1. Name of Business or Group: _____

2. Contact Person: _____

3. Address: _____

Street

City

Zip

4. Telephone: _____ Email: _____

5. Website: _____

List all items for sale (items not listed cannot be sold):

EVENT FEES	
Please check vendor type below:	
<input type="checkbox"/> Arts & Crafts	\$10.00
<input type="checkbox"/> Information Distribution & Sales	\$10.00
TOTAL:	
Method of Payment: <input type="checkbox"/> Money Order <input type="checkbox"/> Check <input type="checkbox"/> Debit/Credit	
NO REFUNDS – NO CANCELLATION – NO CREDITS WILL BE ISSUED	

The undersigned acknowledges receipt of the 2022 Holiday Craft Extravaganza rules and regulations outlined by the City of Beaumont and agrees that he/she will comply with said rules. Noncompliance will result in removal of said vendor from the event. The undersigned also agrees to indemnify and hold harmless the City of Beaumont from all damages, liabilities, costs and expenditures, including attorney's fees and costs of defense, which may occur by reason of use of holiday activities.

Applicant's Signature

Date

City of Beaumont Staff - APPROVAL

PLEASE REMEMBER TO INCLUDE THE FOLLOWING:

- Completed Application
- Product Pictures
- Check or Money order Payable to: City of Beaumont or credit/debit
- Copy of City of Beaumont Business License or one day Special event business license

THANK YOU FOR PARTICIPATING IN THIS EXCITING COMMUNITY EVENT!