



**VACAVILLE KID FEST 2019**  
 Saturday, October 19th  
 10:00 AM – 3:00 PM  
 Andrews Park - West Monte Vista Avenue, Vacaville



**Performer Application and Agreement Form**

BUSINESS NAME (please print) \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (Bus) \_\_\_\_\_ (Cell) \_\_\_\_\_

E MAIL \_\_\_\_\_

Please provide a description of the type of entertainment or performance you want to do (be specific):

\_\_\_\_\_

How much set-up and breakdown time do you require? \_\_\_\_\_

How many people in your group? \_\_\_\_\_

Do you need: Cassette Player \_\_\_\_\_ CD Player \_\_\_\_\_ Changing Room \_\_\_\_\_

Note: We provide a stage and a basic sound system with 2 microphones and 2 speakers. We do not provide instruments, music stands, chairs, or any other equipment. Any special requirements are the sole and complete responsibility of the performers.

Do you want a 10' x 10' booth space for your group? \_\_\_\_\_ (Fee is waived if there are no sales at booth)

Will you be bringing a canopy, tent, or backdrop? \_\_\_\_\_ Electrical needed? 110 \_\_\_\_\_ 220 \_\_\_\_\_ n/a \_\_\_\_\_

Number of people that will be working at your booth? \_\_\_\_\_

Remember to enclose the following:

\_\_\_\_\_ Certificate of liability insurance (if considered "high risk" activity)

\_\_\_\_\_ Copy of your nonprofit registration or determination (if applicable)

\_\_\_\_\_ Booth space fee - \$75 (10 x 10) or \$125 (10 x 20) (if applicable)

**AGREEMENT**

**I, as the Performer or on the Performer's behalf, have read and agree to observe the Vacaville Kid Fest Rules and Regulations as stated in this application. I have read and signed the Release and Waiver of liability attached to this application.**

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

Please mail to: Vacaville Kid Fest c/o Shauna Manina  
 58 Lemon Tree Circle  
 Vacaville, CA 96587

or fax 707-449-5474 no later than **October 1, 2019**. If you have any questions, please contact Shauna Manina at 451-4459 or email KidFest at KidFest@cityofvacaville.com.

## PERFORMER BOOTH RULES AND REGULATIONS

### PLEASE KEEP THIS PAGE FOR REFERENCE

#### **DEADLINE: October 1, 2019**

1. Space size will be 10' x 10' or 10' x 20'.
2. There is no booth space fee for performers or performing groups to distribute information. You may NOT sell any items from your booth unless you pay a vendor booth space fee.
3. We reserve the right to limit the number of performers. We also reserve the rights to accept only those applicants which we believe are compatible with our theme and purposes. We specifically reserve the right to refuse acceptance to any group for any reason. **All booths must be family-friendly and provide a free, hands-on activity for children.**
4. You may not play recorded music or perform live music at your booth, nor make any noise that can be heard beyond the area of your booth space, unless express written permission to do so is given prior to the event by Kid Fest organizers. Any group that violates this or creates a disturbance to the booths or people around them will forfeit their security/cleaning deposit and may be asked to leave.
5. You must confine your activities to within your booth space area. No strolling vendors are allowed, and you may not walk around and distribute information or solicit the public.
6. The hours of the event are 10:00 AM to 3:00 PM on Saturday. You may begin setting up at 7:30 AM, and must be completely set up by 9:30 AM.
7. Persons shall not construct or arrange their booths so that they obstruct the general view or hide exhibits of others. Pedestrian aisles and a 20 foot fire lane must be maintained at all times. You are responsible for your own tables, chairs, canopies, etc.
8. Vehicles not used for display purposes must be removed from the area prior to 9:35 AM. Use of your vehicle for display must be pre-approved. No exceptions.
9. All packing cases, crates and debris of any kind must be removed from your exhibit space prior to the time of opening. All additional trash, empty containers, and packing materials must be removed when you leave. Your security/cleaning deposit will not be returned if any items are left in your area.
10. Vendors are responsible for providing and arranging all necessary labor in unpacking, erecting, dismantling and repacking displays. Event staff are not available to help with set-up or take down.
11. Breakdown begins no earlier than 3:00 PM Saturday. If you breakdown early, you will forfeit your security/cleaning deposit. All spaces must be vacated and clean by 4:30 PM.
12. If you are performing a high risk event (refer to attached guidelines), **you must provide a Certificate of General Liability Insurance naming by endorsement to the policy, the City of Vacaville and the Vacaville Kid Fest as additionally insured.** Any injury or loss to the sponsor/non-profit arising out of, or resulting from, participation in this event is the responsibility of the sponsor/non-profit.
14. Entertainment "apparatus" will not be allowed.
15. Approximately 5 days prior to the event, you will be e-mailed a map and booth assignment.