



# Pittsburg's 5<sup>th</sup> Annual Teeyan Da Mela

Martin Luther King Jr. High School 2012 Carion Ct. Pittsburg, CA

## Vendor Registration Form

Saturday, July 27, 2019

### Description of Event:

- Indoor Festival Venues set up on site the Martin Luther King Jr. High School, Pittsburg, CA
- Saturday, July 27, 2019; 1:00 p.m. until 6:00 p.m.
- Free Admission to the public in venue area and performance.
- Free Parking
- Attendance in 2017 and 2018 each time over 300.

### Festival Information and Requirements: *Please read carefully*

- Booth space fees: vendor(s) that participated in 2018 will receive a \$25 discount, without electricity **\$100**, with electricity **\$150**. Food booth will be **\$200**. Payment is due with application. Application Deadline is May 1, 2019. To set up payment, contact Ruby Raju at 925/550-1088.
- Booth space with electricity is limited and available on a first come - first served basis. Vendor must specify 15 or 30 amp (4 circuits only). Vendors must provide their own heavy-duty extension cords (100 ft. minimum). Space sizes are flexible, 1-3 standard folding table sizes.
- All vendor location requests will be considered on a first come - first serve basis and honored whenever possible.
- You must provide your own tent, tables, chairs, etc...  
\*\*Food and/or Beverage Vendor must have own current health permit and or business permit from city the event is held at.
- Please provide a detailed description of your booth items on the form (attach an additional sheet if necessary) and, if possible, attach photos of sample items.
- All Vendor: Due to logistics of set-up, you are asked to check in between 10:00– 11:00 a.m. Due to safety issues and tight logistical schedule, if you arrive after, 11:00 p.m., may forfeit pre-assigned booth location and be assigned an alternate location. Vendor's will be liable for all set up and belonging (e.g. loss, stolen, damaged etc.. to unattended area of their booth).
- Vendors are to report to check in station: Check-In Station. They will receive their designated location at that time.
- Vehicles will not be allowed in the festival area.
- Booths must be completely set-up by 12: 00 p.m. The festival requests that all vendor booths remain open until 6:00pm.
- Vendors will have from 6:00-6:45 p.m. to pack-up.
- To prevent accident or injury, any vendor wishing to leave early **MUST** notify a festival official. With permission, booths that can be packed-up and "walked-out" will be allowed to do so.
- Food vendor will need to provide proper sanitation stations for patrons and maintain a healthy clean cooking space, IAW with food and inspection guidelines.
- The vendor is responsible for leaving the vendor area in the condition that it was originally received, i.e. removal of all debris such as boxes and trash.
- Each applicant will receive a confirmation letter upon receipt of their application and a map and directions will be mailed prior to the event.
- This event occurs rain or shine! Be prepared for wind, rain and/or heat/cold.
- All vendor fees are non-refundable.
- All vendors are required to read, and sign attached waiver.  
Please fill out vendor registration completely.
- Absolutely no unattended vehicles may be left on the festival grounds the night before the festival.
- Vendor Registration Forms must be return by May 1, 2019.

5463 Fieldbrook Ct., Antioch, CA 94531

925/550-1088

www.DESIROOT.ORG



**Pittsburg's 5<sup>TH</sup> Annual Teeyan da Mela**  
**Vendor Registration Form**  
**July 27, 2019**

Date received: _____
Booth #: _____
Electricity: _____

Vendor Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone(s): \_\_\_\_\_

**Type of Booth & Description:** Please indicate type and provide description, photos.

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Business      | <input type="checkbox"/> Food         |
| <input type="checkbox"/> Game/Activity | <input type="checkbox"/> Art or Craft |
| <input type="checkbox"/> Non-Profit    | <input type="checkbox"/> Other        |

Please give a detailed description of your products/services and include a photo, if possible.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Do you require electricity?**  Yes  No

Electrical spaces are limited and reserved on a first come first serve basis. If you require electricity, please specify the amp information below:

15 amp (4 circuits only)  30 amp (4 circuits only)

Proof of Insurance attached

**Waiver:** The Pittsburg's 5<sup>th</sup> Annual Teeyan da Mela reserves the right to refuse any vendor application, should this occur the fee will be refunded. Desiroot.org holds the right to make subject to change without notification to vendors. The Vendor shall defend, save and hold harmless the City of Pittsburg's Teeyan da Mela, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Booths are not insured by the City of Pittsburg, nor Teeyan da Mela Sponsors, DesiRoot and Punjabi Multi- cultural Society or any sponsoring agents. Exhibitors must make provisions for safeguarding their goods. Exhibitor must have replacement cost insurance for all personal property. Exhibitor assumes full liability for protecting, care and maintenance of exhibitor's property. **ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY.**

*Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.*

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

w/o electricity \$100  w/ Electricity \$150  Food booth \$200  
 \$25 discount apply Vendor from 2018 \*will be verified

RETURN COMPLETED FORM BY May 1<sup>ST</sup> TO:  
**Teeyan Da Mela • 5463 Fieldbrook Ct., Antioch, CA**  
**94531**