



BOOTH REGISTRATION FORM

VENDOR CONTACT INFORMATION

Organization/Business Name: _____

Primary Contact Person: _____ Phone Number: _____

Address: _____ City: _____ State: _____ Zip: _____

Email address: _____

BOOTH INFORMATION

Purpose or Function of Booth Space: _____

Do you need electricity? Yes No Do you have a booth space preference? Yes No

Do you need water? Yes No If yes, enter space #: 1st Choice: _____
(no additional charge) 2nd Choice: _____

If required, do you have a California State Board of Equalization Resale Permit? Yes No

If yes, enter Resale #: _____ (Please bring your Resale License with you.)

Please note:

- Booth space preference reservations are on a first come, first serve basis.
- Reservations are secured by payment in full.
- All participants with activities not covered by our standard blanket insurance **MUST** provide a copy of their insurance policy that covers those activities. Please include this with your registration form.

PAYMENT INFORMATION

Local Non-profit = \$30.00 Klamath River Residents (Hwy 96) = \$40.00 Non-residents = \$75.00

- Please include your payment with this registration form to secure your registration.
- There will be no refunds given for any reason after August 15th.
- Make Checks Payable to: **Bigfoot Jamboree**
- Mail this **Form AND Payment** to: H.C. Community Action

P.O. Box 201
Happy Camp, CA 96039

SIGNATURE

The information above is accurate to the best of my knowledge. I have read the attached Booth Information Sheet and I agree to its requirements.

Signature of Responsible Party

Date

Please Print Your Name

Date Received: _____

Amt. Received: _____ Check #: _____

Verified by: _____ Date: _____

SPACE #: _____



BOOTH INFORMATION SHEET

BOOTH RULES & REQUIREMENTS

- Vendors are required to participate all weekend. Vendor booths open on Friday, August 31st at 6pm and close at 9pm (or until dark). On Saturday, Sept. 1st 2018, vendors booths open at 12pm and close at 9pm (or until dark). On Sunday, Sept. 2nd 2018, vendors booths open from 12pm and close at 4pm.
- Structures for booths are not provided by the council. Booth sizes are 15'x15'. Additional spaces may be rented on a first-come, first serve basis.
- All booths must be in either tent form and/or from sturdy display tables. NO booths can consist of tarps and ropes strung from trees or buildings. This rule is due to safety reasons.
- Booths must be set up on Friday at any time between 12pm and 6pm (arrangements can be made for prior to 12pm; however there are no guarantees that someone will be on the park grounds to help with questions/issues). Only vehicles with setup equipment will be allowed on the grounds. No vehicles may be kept on the grounds after 6pm on Friday. On Saturday and Sunday all vehicles must be off the grounds by 11am. Exceptions to this rule require permission from the council. During the event please make as few trips as possible with supply vehicles.
- Before setting up your booth, please get authorization for your space from the council. Booths in unauthorized spaces will be required to move.
- All booths are required to furnish at least one trash barrel (30 gallons or more in size with a liner). Please keep all trash in and around your booth area picked up and maintain sanitary conditions. You are responsible for putting your trash in the dumpster.
- All booths requiring electricity must provide their own extension cords. Power is limited to 20-amp service. If you require more, you must make arrangements in advance with the council. All vendors if operating after dark must provide lights for their booth.
- The council is not responsible for any booth and/or the contents of any booth. Valuables should be removed from the booth when the booth will be unattended.
- All booths are required to be equipped with a fire extinguisher and a first aid kit.

ADDITIONAL INFORMATION

- Payment must be included with registration forms.
- All checks should be made payable to: *Bigfoot Jamboree*
- The council reserves the right to restrict the sales of undesirable items.
- ALL VENDORS selling tangible (hot food or items MUST have a current California State Board of Equalization Resale Seller's Permit number. The permit is FREE. If you don't already have a "Seller's permit number", you can obtain a form from the State Board's website at www.boe.ca.gov. You can also obtain a form from the Committee, please call 530.493.5117 and we will mail you one. Remember the permit is FREE. Temporary permits are available for one event.
- For more information call: Happy Camp Community Center at 530.493.5117

The Happy Camp Coordinating Council would like to thank everyone who participates in this year's Bigfoot Jamboree. We wish you all great success!!