

# 2019 Chico Velo Wildflower Century Expo

## Non-Profit Application

WildFest: Saturday, April 28, 12pm- 6pm

Ride Day: Sunday, April 29, 10am- 5pm

Please fill out and sign form. Return to Chico Velo via email, or mail  
[velo@chicovelo.org](mailto:velo@chicovelo.org), PO Box 2285, Chico CA 95928

### Vendor Information:

Organization/Company Name: \_\_\_\_\_

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

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

Organization/Company Website: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

### Booth Fees (10'x10'):

 Please mark the day(s) you will attend

Tables and chairs available onsite

\_\_\_\_ \$25: Saturday Only

\_\_\_\_ \$20: Sunday Only

\_\_\_\_ \$40: Saturday and Sunday

### Preferred Booth Location

\_\_\_\_ Indoor (Spaces limited)

\_\_\_\_ Outdoor

### Camping Fees

\_\_\_\_ \$25/Night: Tent/dry Non-Hook up RV camping. **Price per night per tent/vehicle/RV**

\_\_\_\_ \$45/Night: RV Camping with hook-up. **Price per night per RV/vehicle**

**Total:** \_\_\_\_\_

### Payment Information

\_\_\_\_ Please Invoice me for payment

\_\_\_\_ This agreement form is sufficient for billing, here is the form and payment

\_\_\_\_ Cash/Check      Credit Card (Circle one): VISA, MasterCard, AMEX

Credit Card Number: \_\_\_\_\_ Exp: \_\_\_\_\_ CVC#: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Date: \_\_\_\_\_

---

**By signing this contract, I agree to all of the following Terms and Conditions and to abide by all rules, regulations, and conditions governing the Exhibitors and Vendors at the Chico Velo Wildflower Century, as outlined in this document.**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## 2019 Chico Wildflower Century Expo Terms and Conditions

### 1. Payment and Cancellation Policy

**Payment in full is required to reserve Exhibitor space.** A payment by credit card, accompanied by your completed contract via fax or email, reserves your space immediately. If paying by check, please expedite mailing of payment in order to reserve your space. Upon receipt of your completed contract via mail or email, the space will be held for a reasonable period of time, pending receipt of your check via postal mail. Requests for space will be honored as available until April 1, 2019. **All cancellation requests** must be made in writing. Exhibitors canceling before April 1, 2019 forfeit 50% of space rental fee. **No refunds after April 1, 2019.**

### 2. Space Assignments

**Space rental fees must be received with the application and no later than April 1, 2019.** Assignments will be made based on space requirements, products to be exhibited, the date the application is received, and consideration of the overall best interest of the show. Exhibitors shall be arranged so that they will not obstruct the walkways of general view and will not obstruct the exhibits of others. All exhibit materials must fit within dimensions of space rented. Plans for specifically built displays should be submitted to Event Coordinator for approval before construction is ordered.

### 3. Operation

**Saturday- Move-in: 8am-11am; Move-out: 6:30pm-8pm**

**Sunday- Move-in: 5am-9am; Move-out: 5pm – 7pm**

Expo open hours are Saturday, April 27 from 12pm to 6pm and Sunday, April 28 from 10am to 5pm. All vehicles must be removed from the exhibit area. Management reserves the right to restrict exhibit to minimum noise levels and to suitable methods of operation and display of materials.

### 4. Seller's Permit

A vendor offering for sale any item that is subject to sales tax must obtain a seller's permit from the State Board of Equalization. The application for a temporary seller's permit is available at: <http://www.cdtfa.ca.gov/services/> - [Register-Renewals](#). The permit number must be provided to Chico Velo Cycling Club, Executive Director, [velo@chicovelo.org](mailto:velo@chicovelo.org). (Please note this number on your contract application above. If you are obtaining a seller's permit after submitting this contract, please promptly email the number to us when it becomes available.)

### 5. Products and Exhibits

No products bearing the Chico Velo Cycling Club or Wildflower trademark, name, logo, or reference to such may be sold or distributed without written permission from Chico Velo Cycling Club Management. Management reserves the rights to restrict the sale or display of any item deemed objectionable. If, for any reason, an exhibit or its contents are deemed objectionable, the exhibit, product, or item will be subject to removal. This reservation includes person, things, conduct, printed matter, or any item of a character which Management considers objectionable for health or safety reasons, due to conflict with sponsor or other agreements, or for any reason Management feels is not in the best interest of the event. Should such an eviction or restriction be enforced, Management will not be held liable for refunding rental fees or funds for exhibition rental, except at its own discretion.

### 6. Utilities

Limited electrical outlets are available inside the Commercial Building only and are not guaranteed for vendor use. Vendors should bring their own extension cords to the event. Requests for special services must be made directly to the Event Coordinator prior to April 13, 2019. Any damage caused to the exhibitor's equipment through the use of these utilities is the responsibility of the exhibitor.

### 7. Alcoholic Beverages – Only one vendor is approved to sell Alcoholic Beverages, all other sales or distribution of alcoholic beverages by non-approved vendors is strictly forbidden.

The California Department of Alcoholic Beverage Control (ABC) and other agencies have established specific rules regarding the consumption and distribution of alcoholic beverages at public events. The following rules must be observed:

1. Alcoholic beverages may only be served to or possessed, consumed, or purchased by individuals age 21 and up.
2. Alcoholic beverages may only be sold by pre-approved vendors.
3. Alcoholic beverages in single-serving containers designed for limited personal use are permitted in campsites and within the Exhibitor and Team Support/Tech Support areas.
4. Beer kegs are not allowed, since they are not designed for limited personal use.
5. Private parties and gatherings may serve beer and wine (only); however, it is required that they have an ABC-licensed caterer.

## 2019 Chico Wildflower Century Expo Terms and Conditions

### 8. Food Sampling and Sales – Vendors may offer small samples subject to review and approval by Chico Velo Management

**Sampling:** Exhibitors distributing sample food products are required to obtain a permit from the Butte County Health Department. Please visit the Butte County Health Department website at [www.buttecounty.net](http://www.buttecounty.net) for information on how to obtain the permit. Sampling is defined as offering, at no cost, sample portions of food or drink to the athletes, spectators, and other event attendees. Sample portions of drinks are not to be handed out in the original containers and are to be no more than 2 oz.

**Sales:** All food concession sales are under the direction of Chico Velo's Executive Director at [velo@chicovelo.org](mailto:velo@chicovelo.org) or by phone, (530) 343-8356. Contact us for more information.

### 9. Inability to Perform

If management should be prevented from holding the event, or if it cannot permit Exhibitors to occupy their reserved space due to circumstances beyond Management's control, including but not limited to strike, civil disobedience, and acts of God, then Management will refund to Exhibitors the amount of rental paid, less a proportionate share of exposition expenses. Management will have no further obligation or liability to exhibitors.

### 10. Rules and Regulations

Management will have full power in the interpretation and enforcement of all rules contained herein to make such further rules and regulations, as it will consider necessary for the proper conduct of the Exhibitor areas.

### 11. Shipments

All arrangements for shipments required by an Exhibitor for their space will be the sole responsibility of exhibitor. Management will not be responsible for the delivery or receipt of any shipments.

### 12. Management

Should any rented exhibitor's space remain vacant on the opening day, or should any space be forfeited due to failure to make payment, management reserves the right to rent said space to any other Exhibitor or to use said space in any other manner; this clause will not be construed as affecting the obligation of Exhibitor to pay the full amount specified in this contract for space rental should Management not resell the space.

### 13. Subletting of Space

Exhibitor will not assign, sublet, or apportion the whole or any part of the space assigned or has representatives, equipment, or materials from firms other than their own in the exhibit space without written consent from management.

### 14. Dismantling

All exhibitors will leave the space as found and will clean up all construction materials they brought in. They will repair any damage caused by dismantling.

### 15. Fire, Safety, and Health Regulations

Exhibitor agrees to comply with local, city, and state laws, ordinances and regulations, and the regulations of the owner, with regard to fire, safety, health, and all other matters. All exhibit equipment and materials will be reasonably located within the space and protected by safety guards and devices where necessary. Exhibitor will take all necessary fire precautions.

### 16. Liability Exclusion

Chico Velo Management will not take any precautions to safeguard Exhibitor's property. Leaving any merchandise unattended in any area is not recommended. **Management will not be liable for loss or damage to the property from theft, fire, accident, or any other cause beyond its control.**

Exhibitor/Vendor agrees to indemnify, protect, defend and save, and hold harmless, Chico Velo Cycling Club, its officers, directors, and organizers; Silver Dollar Fair Grounds, its owners, agents, and representatives; or employees of the above from all claims, demands, damages, and liability of whatsoever kind or character, asserted by any person or persons on account of: damage to property or the leased premises arising out of the use of the leased premises by Exhibitor or the negligence or willful misconduct of an Exhibitor or its agents, employees, or invitees, or a breach of this contract by Exhibitor or its agents, employees, or invitees. Exhibitor, by agreeing to this liability exclusion, expressly releases the aforementioned from all claims for loss, damage, or injury.

### 17. Insurance

As a standard requirement of all Vendor participants in the Chico Velo Wildflower event, it is necessary to provide proof of general liability coverage from an insurance company rated by AM Best A-VII or better, with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 Aggregate, Auto Liability Coverage of \$1,000,000 and Workers Compensation

## 2019 Chico Wildflower Century Expo Terms and Conditions

coverage meeting California Statutory requirements. If you are a sole proprietor or small partnership with no employees, you must provide a written and signed statement to Chico Velo that you do not have employees and are not required to have workers compensation coverage. Auto Liability limits for individuals may be reduced subject to Chico Velo Management approval. Food and Beverage Vendors must have Workers Compensation coverage. Chico Velo Cycling Club must be named as an "additional insured" on your Certificate of Insurance.

### 18. Expo Layout

Chico Velo will finalize the expo layout in the week of April 15 and provide your location upon arrival if not before. We make every effort to accommodate your needs, but Chico Velo reserves the right to finalize the layout before the event, change the layout for the Exhibitors/Vendors or to move an Exhibitor/Vendor participant to another location prior to or during the event for any or no reason. Weather-related moves have taken place in previous events.

### 18. Camping

If Camping Here is all the information you need:

#### PLEASE READ ALL INSTRUCTIONS AS THINGS HAVE CHANGED FOR 2019:

- Only the North Entrance will be open.
- Camping reservations will be checked daily.
- Camping is charged by tent, vehicle (if camping inside vehicle) and each hook-up vehicle.
  - For example, if you have an RV and setup a tent as well, you will need to pay for both the RV (if hooked up \$45) and tent (\$25) per night. Note: This is how the fairgrounds calculates and charges Chico Velo. So, we have to charge accordingly
- Go to the Commercial Building to check-in for Camping if not checked in at the Gate.
- Camping reservations can be made at Rider Services in the Commercial Building.
- **ALL CAMPERS MUST CHECK-IN**
- Commercial Building Hours to Check-IN or make a Reservation:
  - 4pm-7pm Thursday-Friday
  - 1pm-7pm Saturday
  - 5am-6pm Sunday
- Campers **MAY** arrive and setup anytime on the date they reserved. **ALL CAMPERS MUST CHECK-IN**
  - *If arriving LATE, CHECK-IN the next day during the designated times*
- **FIRES ARE PROHIBITED**
- Pets are allowed, **BUT** they **MUST BE** on a leash and attended to at **ALL TIMES**.
- **PETS MUST BE CLEANED UP AFTER**
- Camping **ONLY** allowed in designated areas
  - *If setup in a NO camping area, you will be asked to move*
- **CHECK-OUT TIME on SUNDAY: 6:30pm**
  - If you are at the fairgrounds after 6:30pm you will be charged for an additional night
- **CHECK-OUT TIME on MONDAY: 11:30 AM.** All campers **MUST** be out of the fairgrounds by 11:30 AM on **MONDAY**