



Alternative Healing Network, Inc. Presents:
(a 501(c)3 Non-Profit Corporation)
5th Annual San Diego Healing Arts Festival
 Sunday, May 3rd 2009



Vendor and Caterer Application

Booth Name: _____

Booth Owner's Name: _____

Mailing Address: _____

Phone: _____ **Fax:** _____ **e-mail:** _____

Website: _____

Resale Number*: _____

*Please attach copy of resale license and liability insurance policy to application.

Suggested Donations:

Booth Space* 10' x 10' (\$350 or \$200 for non-profits*) _____

*(*Must provide copy of 501(c)(3) letter. Non-profits with NO SALES - \$150)*

Additional 10' x 10' of space (\$350 extra for food booths or \$250 for others) _____

10' x 10' Tenting Set-up with booth, 1 table & 2 chairs (\$150 extra) _____

Extra Tables (\$10 each) _____

Extra chairs (\$5 each) _____

Power (\$40 extra) _____

Fire Extinguisher rental (\$20 extra) _____

TOTAL _____

Please list complete descriptions of items for sale, or the services you are offering and the price of each. *Please note that items and/or services not included in the application or listed without prices will not be allowed.

Use back of the page if you need more space

<u>For Office Use Only:</u>	
Deposit:	_____
License:	_____
Insurance:	_____
Tenting:	_____
Tables:	_____
Chairs:	_____
Power:	_____
Fire:	_____
Total:	_____

******* By Signing this application, I certify that I have read, understood, and agree to abide by all the attached requirements and rules of the San Diego Healing Arts Festival.**

Print Name: _____ **Date:** _____

Signature: _____ **Date:** _____

Please include a business card with your application. Please make checks payable to:

ALTERNATIVE HEALING NETWORK, INC.

P.O. Box 16437 San Diego, CA 92176
 619-546-4806 – office 619-261-1418 - cell
ryan@althealnet.org www.althealnet.org



Alternative Healing Network, Inc.
5th Annual San Diego Healing Arts Festival
Sunday, May 3rd 2008
Park Blvd. & President's Way (Balboa Park)



Vendor Requirements

I. Registration

- A. The **suggested donation** for a 10' x 10' "BOOTH SPACE" for the full day's event is \$350, For officially recognized 501(c)(3) non-profit organizations, the suggested donation is \$200 if selling anything, or \$150 if "information only" and not selling anything. If you would like for us to arrange the actual booth delivery, set-up and tear-down, complete with back wall, (1) table, and (2) chairs, this service is an additional \$150. No application will be accepted after April 17th.
- B. The **booth donation covers a 10' x 10' space**. This is to include all display areas, leads, poles, guy wires, as well as your booth itself. If more space is needed, be sure to note this on your application form, (\$250 per additional 10' x 10' space.)
- C. Applications will not be considered unless accompanied by full payment. If your application is not accepted, the booth donation will be returned. Once your application has been accepted, there are no refunds.

II. Set Up and Tear Down

- A. All vendors are responsible for their own booth set-up and tear down.
- B. Set up may begin Saturday, May 2nd at 1:00 PM.
- C. Tear down must be completed by Monday, May 5th at 9 AM.
(Note that minimal security will be provided overnight. You are responsible for your own booth security so you may decide to set up early in the morning on Sunday, May 3rd and complete tear down after the close of the festival Sunday evening.)
- D. All leads, ropes, and guy wires must be flagged with a bright, visibly colored streamer for safety visibility. **No tree, bush or solid object in the Park may be touched by any sign, booth, rope, flag, or other object. No stickers or balloons are allowed in the park at all.**
- E. All Vendors **MUST CHECK IN** at the information booth before set up to pick up their booth assignments.
- F. **All food booths must supply their own fire extinguishers** and meet San Diego County fire safety requirements. Please inform us if you'll need to rent one in advance. No open flames or campfires.

III. Vehicles

- A. **Vehicles will not be permitted to drive on the grass**, per Parks Department requirements. Bring handcarts or dollies if needed.
- B. All vehicles must be removed from the Federal Lot (in the venue area) by 9 AM (one hour before event begins.)
- C. Please park your car in the parking lots to the East of Park Blvd. off President's way. Limited vendor parking will be available in the Western portion of the North Federal Lot.

IV. Liability

- A. Vendors shall indemnify, defend, and hold the **CITY OF SAN DIEGO, ALTERNATIVE HEALING NETWORK, INC.** their officers, employees, agents, and members blameless from any and all loss, damage, or injury to any person or property taking part in the annual San Diego Healing Arts Festival. All Exhibitors must submit a certificate of insurance along with this application **which specifically lists CITY OF SAN DIEGO and ALTERNATIVE HEALING NETWORK, INC. as “additionally insured”.**
- B. **Health practitioners and massage therapists must provide proof of their certification or license as well as liability insurance, and agree to perform only those actions held within their scope by California law.**
- C. Neither the City of San Diego, nor the Alternative Healing Network, Inc. will be liable for loss of revenue or application fees due to festival cancellation from poor weather, natural disaster, terrorism, or other act of God.

V. Seller’s Permit

- A. Seller is required by the State Board of Equalization to obtain a Seller’s Permit. If you have any questions on whether you are required to obtain one, please contact your local Board of Equalization Office. If you do not have one, you may apply for a temporary permit. Call 1-800-400-7115 or visit their website: <http://www.boe.ca.gov/sutax/faqseller.htm>
- B. **Please attach a copy of your resale permit to the application. If you do not have one, booth space must be denied.**
- C. **You must have a copy of your seller’s permit in your booth at all time.** State Board of Equalization has notified us that they may have spot inspections on all craft shows.

VI. Booths

- A. Booths need to be completely set up and operational from 10:00 AM until 6:30 PM on Sunday, May 3rd.
- B. No illegal drugs or alcohol will be allowed on site. This is cause for removal from the Festival site, by law enforcement if necessary.
- C. Booths will be periodically inspected throughout the festival. No refunds will be issued for failure to comply with vendor requirements or State laws.

VII. Caterers/ Food Vendors

- A. All food vendor applications **MUST** be received by April 10th
- B. All food vendors are required to have a health permit provided by the San Diego Health Dept. and meet with all requirements provided by the Health Dept and Fire Dept. All permits must be displayed in plain view.
Download a copy of the San Diego Temporary Food Facility Permit Application (see pages 9-12 only) at:
http://www.co.sandiego.ca.us/deh/food/pdf/publications_specevent_sponsor.pdf
- C. Cooking area must be closed in with netting to keep flies out and flooring on the ground to keep the dust down and off your food, tarps are acceptable. BBQ will be permitted to use for cooking in the back of your booth.
- D. No selling of Alcohol will be permitted.

- E. Food service generates a lot of waste. Instead of dumping this in the landfill as waste, the City of San Diego Department of Environmental Services collects our food waste and turns it into compost.

To support this recycling effort, **all food service items must be COMPOSTABLE**. This means:

- No styrofoam or plastic plates or cups. Use paper, wood or corn starch.
- No plastic forks or spoons. Use corn starch or wood instead.
- No plastic condiment packs (e.g., ketchup, soy sauce). Provide condiments from bulk dispensers at your booth, or in compostable containers.
- No plastic straws, stirrers, lids, etc.

Compostable food service items are readily available from a number of vendors, but you will need to order them in time to have them shipped to you. Contact AltHealNet if you need a list of vendors.

Questions & Concerns: **Ryan Altman**, Event Coordinator
ryan@althealnet.org
619-546-4806 - office
619-261-1418 - cell