



# ARTS & CRAFTS Participation Application

28<sup>th</sup> Annual 'A Taste of Encino'  
Sunday, October 11, 2015

Applications &  
Payments Due By:  
**September 10, 2015**

Company Name \_\_\_\_\_  
Contact Person(s) \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_  
E-Mail \_\_\_\_\_ Website \_\_\_\_\_  
Resale Permit # \_\_\_\_\_  
Description of what you are selling (*pictures of your craft must accompany your application*) \_\_\_\_\_

Will you be selling? *circle one* **ORIGINAL Arts & Crafts** or **RESALE Arts & Crafts**  
Special Requests: \_\_\_\_\_

Please Note: Pages 1, 2 AND 3 MUST be read, signed and sent back in order to be considered for acceptance.  
Application does not guarantee acceptance.

PLEASE CHECK YOUR CHOICE(S)...

\_\_\_ **10 x 10 Space Only \$ 150** (no canopy, table or chairs) \_\_\_ **10 x 10 w/Canopy \$ 250** (includes 1 table & 2 chairs)  
\_\_\_ **10 x 20 Space Only \$ 225** (no canopy, table or chairs) \_\_\_ **10 x 20 w/Canopy \$ 350** (includes 2 tables & 2 chairs)  
\_\_\_ **Rain Insurance \$ 40** \_\_\_ **Electricity \$100**

(Space/booth placement is based on electrical needs and determination by the Taste of Encino Directors-see pg. 2)

**PAYMENT INFORMATION:** Total Enclosed \$ \_\_\_\_\_ (*Checks Payable to Encino Chamber of Commerce*)  
Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security # \_\_\_\_\_  
Exact Name on Card \_\_\_\_\_  
Billing Address \_\_\_\_\_  
Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

The Encino Chamber of Commerce reserves all rights with respect to presentations, participation & sales permitted at the 'A Taste of Encino', including the right to shut down on the day of the event those not in compliance with the Encino Chamber of Commerce rules or other laws or regulations. **All decisions are final at the sole discretion of the Encino Chamber of Commerce. No refunds will be provided.**

The Encino Chamber of Commerce, A Taste of Encino, Bureau of Street Services, Department of Transportation, County of Los Angeles and the City of Los Angeles in association with local businesses shall have no liability for damages to participants, their employees, agents, representatives or their property. The Encino Chamber of Commerce, its Officers, Directors, sponsors, agents, representatives, members, employees of the event as well as the Bureau of Street Services, Department of Transportation, County of Los Angeles and the City of Los Angeles are not responsible for any injury, loss, damage caused by or to a patron, guest or invitee of the 'A Taste of Encino', the general public, exhibitor, participant or his or her employee, agent or representative or their property. The participant/exhibitor, upon execution of this application expressly releases the foregoing individuals and entities from any and all claims for such loss, injury or damage and agrees to defend and indemnify each of them from any and all such loss, claim, demand or action arising there from.

If the 2015 'A Taste of Encino' is canceled in total or part for any reason/cause by the 2015 'A Taste of Encino', Encino Chamber of Commerce, Bureau of Street Services, Department of Transportation, County of Los Angeles or the City of Los Angeles, the Vendor/Exhibitor shall not be entitled to any refund. Please note that the 2015 'A Taste of Encino' has no scheduled "rain date" or "postponement date". Optional "Rain Insurance" is available at an additional cost.

**Please Mail, Fax or Email completed application with payment to:**  
**Encino Chamber of Commerce 4933 Balboa Blvd. Encino, CA 91316**  
**Telephone 818-789-4711 / Fax 818-789-2485 \* [info@encinochamber.org](mailto:info@encinochamber.org)**

**\*Application, Insurance Page & Page 3 MUST be signed in order to be considered for acceptance.**

Company Name \_\_\_\_\_  
Print Name \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Signature \_\_\_\_\_

## 28<sup>th</sup> Annual 'A Taste of Encino' ~ Sunday, October 11, 2015

### 2015 INSURANCE INFORMATION & INDEMNIFICATION AGREEMENT

#### PERMITS AND TAXES:

Vendor/Exhibitor assumes all responsibility for any and all applicable sales tax as well as income, workers compensation, social security or any related City, County, State or Federal taxes that may be in effect as a result of their obligations at this event. Vendor/Exhibitor is also responsible for all required and proper special event business and health permits that may be required to do business in the City of Los Angeles, the County of Los Angeles and the State of California. Vendor/Exhibitor agrees to defend and indemnify The Encino Chamber of Commerce and its Officers, Directors, Members, agents, employees and representatives from any and all claims, demands or actions relating to any liability relating to all permits and taxes.

#### INSURANCE REQUIREMENTS:

**Vendor/Exhibitor will provide and maintain, at its sole expense, insurance as set forth below, and provide a Certificate of Insurance evidencing same, naming A Taste of Encino, Encino Chamber of Commerce, Bureau of Street Services, Department of Transportation, County of Los Angeles and the City of Los Angeles as additional insured's. Said certificate shall be in effect for the period including, but not limited to, 12:00am on Sunday, October 11, 2015 through 11:30pm on Sunday, October 11, 2015.**

Said insurance shall be primary to, and not in conflict with any other insurance maintained by the above mentioned "additional insured's". Insurance shall include, but not be limited to, Comprehensive General Liability endorsed to Premises, Operations, Contractual Broad Forms, Property Damage and Personal Injury with a combined single limit of not less than \$1,000,000 per occurrence. If written with an annual aggregate limit, the policy limit should be three times the occurrence limit. Failure of Vendor/Exhibitor to provide and maintain said required insurance shall constitute a material breach of its involvement with the 'A TASTE OF ENCINO' and the Encino Chamber of Commerce shall then be entitled to deny Vendor/Exhibitor from participating at this event with no refund entitlement or other consideration for its paid fees, nor shall it lessen Vendor/Exhibitor's overall liability and responsibility.

If said Certificate of Insurance is written on a Claims Made Form, Vendor/Exhibitor shall continue to name the aforementioned "Additionally Insured's" or provide an extended coverage period for all applicable statutes of limitations beginning upon termination or cancellation of Vendor/Exhibitor involvement in the 2015 'A TASTE OF ENCINO'. Certificates of Insurance must be mailed or faxed to the office of the Encino Chamber of Commerce at 4933 Balboa Blvd., Encino, CA 91316. FAX 818-789-2485. **Insurance Certificates must be received no later than September 10, 2015.** If said copy is transmitted by facsimile, an original must follow by mail to the same address.

#### INDEMNIFICATION RELEASE AND WAIVER OF LIABILITY:

By its signature below, and in addition to the other provisions herein, Vendor/Exhibitor assumes all responsibility for the sales of its products, materials and/or services and the actions by any of its participants, employees, representatives or agents occurring immediately before, during or after the 2015 A Taste of Encino. By its signature below, Vendor/Exhibitor agrees to indemnify, defend, save and hold harmless the 2015 A Taste of Encino, Encino Chamber of Commerce and its Officers, Directors, Members, agents, employees and representatives, Bureau of Street Services, Department of Transportation, County of Los Angeles and the City of Los Angeles and any officers, agents or employees of agents from any and all claims for damages of any nature whatsoever including, but not limited to, death, personal injury, or property damage arising from or connected to, directly or indirectly, its operations, equipment, products, services, as may occur immediately before, during or after the 2015 'A Taste of Encino'.

#### CANCELLATION:

If the 2015 'A Taste of Encino' is canceled in total or part for any reason/cause by the 2015 'A Taste of Encino', Encino Chamber of Commerce, Bureau of Street Services, Department of Transportation, County of Los Angeles or the City of Los Angeles, the Vendor/Exhibitor shall not be entitled to any refund. Please note that the 2015 'A Taste of Encino' has no scheduled "rain date" or "postponement date". Optional "Rain Insurance" is available at an additional cost.

**Please make a reservation in our name for the 2015 'A Taste of Encino' as a participating Vendor/Exhibitor. Enclosed please find a check in the amount of \$ \_\_\_\_\_ (made payable to the ECC).** We have read your Vendor/Exhibitor Information Package, as well as, the details of this reservation form including the important paragraphs on Permits, Taxes, Insurances, Indemnification and Cancellation and we agree to be bound by those terms and contents.

**This page MUST be read, signed and sent back along with pages 1 & 3 in order to be considered for acceptance.**

Sponsor/ Vendor / Exhibitor \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

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

Title \_\_\_\_\_

# 28<sup>th</sup> Annual 'A Taste of Encino' ~ Participation Agreement Information

## SALES AND BOOTH REQUIREMENTS:

1. Acceptance into the event does not constitute exclusivity. Booth spaces are not guaranteed and are chosen by the Encino Chamber of Commerce at its discretion.
2. Space (Booths) cannot be shared without the authorization of the Taste of Encino Directors. Space (booths) must conform to size restrictions on all sides and not infringe on walkways or neighboring booths/spaces. All spaces (booths) must be appropriate for family viewing. No drug related items will be sold.
3. **No food or beverages may be sold or served in booth or by you or representatives of your company unless you are a designated "Restaurant" booth, have paid the additional fees and have an official event permit.**
4. Alcoholic beverages are prohibited on event grounds except in the designated 'Beverage Garden' area should one exist. The sale and consumption of alcohol is specifically limited to those items sold in the 'Beverage Garden' should one exist and must be consumed in the 'Beverage Garden.' The Encino Chamber reserves the right to not serve or permit any alcoholic beverages throughout the event.
5. Participants must sell from their designated space only; no roving or moving to another location without permission from the Encino Chamber of Commerce or the Taste of Encino Directors.
6. The Encino Chamber of Commerce reserves the right to deny the sale of any item based on quality, uniqueness and product mix. Commercially manufactured wares or exhibits will be allowed in the event. These items will be set up in locations determined by the Encino Chamber of Commerce.
7. Each vendor selling a product must have their California State Board of Equalization sellers permit available for inspection on the day of the event and is responsible for collection of sales tax.
8. Any company or individual providing a medical service, whether for payment or at no cost, must provide a detailed list and description of such services and obtain prior approval of the Encino Chamber of Commerce no later than September 10, 2015.

## SET-UP:

9. **Event hours are from 10am to 5pm.** Setup begins at 6am.
10. Vehicles will enter from Paso Robles South, and move to an assigned location given to you when you enter on Sunday morning. You are permitted to bring only one vehicle onto the setup area.
11. Your vehicle must be immediately removed from the venue after unloading and moved to your assigned parking lot. All vehicles must be off Ventura Blvd. (event site) by 9:00 am. No Exceptions.
12. Your space may be forfeited if you are not completely set up by 9:30am. If you arrive later, you may be denied access to the venue to set up your booth/space.

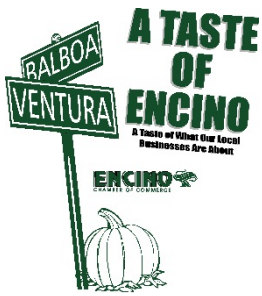
## CLOSING PROCEDURES:

13. **No vendors may vacate their booth until 5:00 p.m. This means, you may not close, breakdown, exit your booth or the event until the Fire Marshall deems it safe and instructed to do so by an authorized 'A Taste of Encino' representative.**
14. Break Down starts at 5pm. Please pack all your belongings before bringing your vehicle on to Ventura Blvd.
15. Vendor and its agents are responsible for removing all personal and other property brought to or for the event, including, but not limited to vendor's and its agent's vehicle, equipment, materials, signage, booth construction, lighting, canopy, chairs, goods, items to be sold and the like from the event site no later than 6:30 p.m. on the date of the event.
16. Participants are responsible for set-up and tear down of their own displays. All participants must clean their area and take all trash to the bin located behind the Encino Chamber office before leaving at the end of day.

## PARTICIPANT/VENDOR RESPONSIBILITIES:

17. A Taste of Encino and the Encino Chamber of Commerce are not responsible for damage, loss, theft or destruction to any item of personal property of vendor, it's employees, representatives or agents or other property brought to or for the event, including, but not limited to vehicles, equipment, materials, signage, booth construction, lighting, canopy, chairs, goods, items to be sold and the like.
18. Participants will cooperate in any way necessary to provide a safe and enjoyable event for festival goers as well as fellow participants. Participants must comply with fire codes and the directions of any fire or police personnel.
19. No dogs or pets of any kind are allowed in or near food preparation areas or within 20 feet of a food booth (except service animals).
20. **All vendor participants must have their own liability insurance. PLEASE SEE INSURANCE DETAILS ON PAGE 2 OF APPLICATION.**

Signature \_\_\_\_\_ Date \_\_\_\_\_



# 2015 TASTE OF ENCINO SAVINGS PACKAGE

## SAVINGS PACKAGE #1 DISCOUNT FOR ANY TYPE OF PARTICIPANT

*EARLY BIRD SPECIAL ~ 10% DISCOUNT ON BOOTH FEE IF PAPERWORK IS RECEIVED AND FEES ARE PAID BY JUNE 15, 2015!*

**Booth Fee is either (10 x 10 or 10 x 20) Space Only or (10 x 10 or 10 x 20) w/canopy.**

Discount does not apply to Electricity, Rain Insurance, Permit Fees  
or any other additional fee.

**Your packet/payment must be received in our office, the Encino Chamber of Commerce, no later than 4pm on Monday, June 15, 2015.**

## SAVINGS PACKAGE #2

*DISCOUNT for NON-CHAMBER MEMBERS*

PARTICIPATE in the 2015 'A Taste of Encino' and YOU ARE ELIGIBLE for a DISCOUNTED, NEW, ONE-YEAR MEMBERSHIP in the Encino Chamber of Commerce.

### EXAMPLE OF SAVINGS:

Non-Member Business/Wellness Booth - 10x10 w/canopy = \$625  
BASIC TIER One Year Membership Fee \$340  
One-Time Set-Up Fee = \$25  
GRAND TOTAL = \$990

### A 2015 'A Taste of Encino' Membership Package = \$664

(The example uses the Basic Tier One-Year Membership\* and 10x10 Taste Business Booth w/canopy)

"SAVINGS PACKAGE #2" represents a **15% discount** on the first year Basic Tier membership dues;  
**NO** set-up fee  
**PLUS Member Pricing** on a Taste Booth

## SAVINGS PACKAGE 1 AND 2 CAN BE COMBINED

If you qualify with the terms offered with both packages...

Call the Encino Chamber of Commerce for more details 818-789-4711