



# RESTAURANT & FOOD PURVEYOR

Participation Application  
Sunday, October 11, 2015

Application  
& Payment Due:  
**July 31st**  
to take advantage  
of **MARKETING**

RESTAURANT NAME \_\_\_\_\_  
Representative \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_  
E-Mail \_\_\_\_\_ Website \_\_\_\_\_  
Resale Permit # \_\_\_\_\_ Restaurant's Health Permit # \_\_\_\_\_  
Insurance Carrier \_\_\_\_\_

Please Note: A verification of insurance and signed Pages 2, 3 AND 4 **MUST** accompany your application. See Insurance Information & Indemnification Agreement on page 2 for details on other materials that **MUST** be provided. Application does not guarantee acceptance.

## PLEASE CHECK YOUR BOOTH CHOICE...

\_\_\_\_\_ 10 x 10 w/ Canopy \* \_\_\_\_\_ 10 x 10 w/ Canopy \* and 10 x 10 Space for Open Fire Cooking  
\_\_\_\_\_ Food Cart Space 10 x 10 Only  
\* **Your booth includes** communal hand washing sinks, utensil washing sinks, one large plastic trashcan, Access to and use of one electrical outlet, 10 x 10 booth with canopy, 8-foot table & two chairs.

The Encino Chamber of Commerce must approve all food items sold. No alcoholic beverages may be sold. All decisions are final, including the Encino Chamber of Commerce's decision where to place Restaurant/Food Purveyor at the event, which decision shall be at the sole discretion of the Encino Chamber of Commerce. No refunds will be provided. Amounts charged and revenue from sales are at the sole discretion of the food purveyor. Your participation is subject to the terms and conditions on the Participation Agreement.

Please List **Exact** Food Items to be Sold \_\_\_\_\_

Your Booth Sign Should Read \* \_\_\_\_\_

*\*Please note above if you don't need a sign & will be bringing your own sign to the event.*

Booth (Please indicate above if cooking space is needed) \_\_\_\_\_ \$ 550  
Food Cart Space – 10 x 10 Space Only \_\_\_\_\_ \$ 350  
Health Permit (unpackaged, open foods all categories) \_\_\_\_\_ \$ 160 (other types of health permits may apply)  
(Note: Your Health Permit fee is required unless you provide the Encino Chamber of Commerce with a copy of your own, current Special Event Health Permit from the County of Los Angeles).  
Beverage Sales (non-alcoholic) (optional) \_\_\_\_\_ \$ 250  
(otherwise, no beverages may be sold or sampled in your booth)  
Additional Electric (optional) \_\_\_\_\_ \$ 75 Per Additional Electrical Outlet  
Grease Removal (optional) \_\_\_\_\_ \$ 250 Removal by A Taste of Encino  
Rain Insurance (optional) \_\_\_\_\_ \$ 40

**TOTAL DUE \$** \_\_\_\_\_

If the Encino Chamber of Commerce incurs a cost to clean and/or remove grease, you will be charged those costs plus a penalty of \$100.

Total Enclosed \$ \_\_\_\_\_ Checks Made Payable to Encino Chamber of Commerce  
Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security # \_\_\_\_\_  
Exact Name on Card \_\_\_\_\_  
Billing Address \_\_\_\_\_  
Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

## YOUR CHECKLIST ...

- \_\_\_\_\_ Completed Restaurant Application
- \_\_\_\_\_ Signed Pg. 2 & 3 of Restaurant Application
- \_\_\_\_\_ Payment May Be Paid By Check or Credit Card
- \_\_\_\_\_ Insurance Policy showing Additionally Insureds
- \_\_\_\_\_ Signed Insurance & Indemnification Agreement
- \_\_\_\_\_ Copy of Current Driver's License or I.D.
- \_\_\_\_\_ Restaurant's Current Health Permit #

**Please mail, fax or email**  
All documents and payment to:  
Encino Chamber of Commerce  
4933 Balboa Blvd., Encino, CA 91316  
(818) 789-4711 Fax (818) 789-2485  
info@encinochamber.org



# RESTAURANT & FOOD PURVEYOR

Participation Application & Agreement  
Sunday, October 11, 2015

Insurance Due:  
**September 2nd**

PARTICIPANTS agree to adhere to 'A Taste of Encino' operating hours. Set up may start at 6am Sunday, October 11, 2015. You are permitted to bring only one vehicle onto the premises of the event during set-up and break down and will be assigned only one parking spot. You must be in your assigned spot by 9am and all vehicles removed from the event area by 9 am. If you arrive for set-up after 9 am, you may not be permitted to drive your vehicle on the site for set-up.

PARTICIPANTS are responsible to set up and tear down the contents of their booth. You are responsible for bagging and transporting to a large on-site dumpster your own trash and garbage.

PARTICIPANTS must start break down at 5pm and clean area, including any spills and/or grease, after the event is over. All grease, oil, etc. is to be properly stored and removed. Vehicles will be allowed onto the lot only when the Fire Marshall deems it safe and an authorized "A Taste of Encino" staff member directs you. All vendors must leave the event no later than 6:30pm on Sunday, October 11, 2015 when the booths will be removed and the street will be ready for the street sweeper. There are no exceptions. 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 are not responsible in the event that the Health Inspector or any other State, Local or Federal Agency shuts down or restricts participant's booth for any reason or for goods or property left after event closure.

**PARTICIPANTS must have a currently certified and working fire extinguisher in their booth at all times.**

**All Food Vendors must attend the "Mandatory Restaurant Meeting" on  
Wednesday, September 2, 2015 at 3pm  
Encino Chamber of Commerce ~ 4933 Balboa Blvd., in Encino**

**Important information will be discussed**

**Including a Q&A with the Fire Marshall, Electrician & Equipment Rental Company if available.**

The Encino Chamber of Commerce will obtain for each restaurant/food purveyor, the proper individual Los Angeles County Special Event Health Permits, contingent upon receipt of the completed Application, Agreement and Payment by September 2nd, 2015. Health permit applications will be completed at the Mandatory Restaurant Meeting – **bring your valid ID card.**

The Encino Chamber of Commerce reserves all rights with respect to presentation, participants and sales permitted at the 'A Taste of Encino', including the right to shut down on day of event those not in compliance with Encino Chamber of Commerce rules or other laws or regulations. All decisions are final. **No refunds will be issued as a result.**

Individual restaurants are encouraged to promote the 28<sup>th</sup> Annual 'A Taste of Encino' through their own programs such as signs, posters, special menus, coupons, complimentary dinner, table tents, etc. Consider your participation an advertising/promotional cost. Your goal is to reach thousands for potential new patrons & business.

There is no 'A Taste of Encino' official dress code. However, as this event is presented by the Encino Chamber of Commerce and may be sponsored by several major corporations, it has been planned as a "showcase" event and will be visited by thousands of guests, all of whom will go home with an impression of the 'A Taste of Encino,' your restaurant and your employees.

On behalf of \_\_\_\_\_ **(name of Restaurant)**, I have read and do agree to the conditions above and those set forth in this application & agreement for, the Restaurant & Food Purveyor Information packet and Agreement for participation in the 28<sup>th</sup> Annual 'A Taste of Encino'. I agree to comply with any and all conditions and/or requirement set forth for the purpose of satisfying all health and fire codes and restrictions. I also represent that I am authorized to enter into the agreement on behalf of the above-identified restaurant.

\_\_\_\_\_  
**Print Name of Representative**

\_\_\_\_\_  
**Signature of Representative**

\_\_\_\_\_  
**Date**

# 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 and 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 insureds". 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 participation 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 Insureds" 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 2, 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 its/their participation in the event and all sales of its products, materials and/or services and the actions by any of its employees 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, or participation 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 its contents.

Print Name \_\_\_\_\_ Vendor \_\_\_\_\_ Title \_\_\_\_\_

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

# 28<sup>th</sup> Annual 'A Taste of Encino' ~ Restaurant 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 (booth) cannot be shared. Space (booth) must conform to size restrictions on all sides and not infringe on walkways or neighboring booths. All spaces (booths) must be appropriate for family viewing. No drug related items will be sold.
3. **No unauthorized food or beverages may be sold or served in your booth.**
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. All revenues are those of the vendors. All food vendors may sell any food items previously authorized by the Encino Chamber of Commerce, subject to City of Los Angeles or County of Los Angeles Health Department/Inspector, at any reasonable price to be set by the vendors at their discretion.
9. **All food vendors are responsible for all their cooking and food preparation equipment (including propane gas, refrigeration, ice, etc.), for grease removal, all serving utensils, plates, napkins, etc. All grease, oil, etc. to be properly stored and removed by vendor.**

## SET-UP:

10. **Event hours are from 10am to 5pm.** Setup begins at 6am.
11. 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.
12. Your vehicle must be immediately removed from the venue after unloading and moved to your assigned parking spot. All vehicles must be off Ventura Blvd. (event site) by 9:00 am. **No Exceptions.**
13. 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:

14. **No vendors may vacate their booth until 5:00 p.m.** 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.
15. Break Down starts at 5pm. Please pack all your belongings before you bring your vehicle on to Ventura Blvd.
16. 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.
17. 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:

18. 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.
19. 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. Restaurant participants must have a currently certified and working fire extinguisher in their booth at all times.
20. No dogs or pets of any kind are allowed in or near food preparation areas (except service animals).
21. **All vendor participants must have their own liability insurance.**

**PLEASE SEE INSURANCE DETAILS ON PAGE 3 OF APPLICATION.**

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