



RIDGECREST PETROGLYPH FESTIVAL

November 4-5, 2023

VENDOR APPLICATION

FESTIVAL HOURS: Saturday 11/4/23 9am-6pm • Sunday 11/5/23 9am-4pm

VENDOR INFORMATION

Business Name:

Contact Person:

Address:

City, State, Zip:

Business Phone:

Cell Phone:

Email:

Website:

BOOTH SPECIFICATION AND FEES

Space Reservation	Booth Size	Fee Per Event	Subtotals
Food Vendor	10 x 30	\$350	
Food Vendor	10 x 20	\$300	
Food Vendor	10 x 10	\$250	
Non-Food Vendor	10 x 30	\$300	
Non-Food Vendor	10 x 20	\$200	
Non-Food Vendor	10 x 10	\$150	
NO ELECTRICITY AVAILABLE		TOTAL FEES	

Method of Payment: ☐ Check or ☐ Credit/Debit Card*

*Once your application is approved, you will receive a link for online payment

For Office Use Only

Date Processed:

Staff Initials:

Internal Use Only:

IMPORTANT: A powwow will be held in conjunction with the festival. All Native American vendors must register with Pete Whitehorse at 1(760) 953-7010 or whitehorsewest@gmail.com.

Note: As a sponsor, the City of Ridgecrest is waiving the non-licensed vendor fee for this event only. This waiver does not exempt vendors who regularly sell or advertise within city limits from obtaining a yearly business license per the usual requirements.

*All vendors must have a valid seller's permit on display or on their person for resale purposes.



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DECLARATION OF SERVICE OR PRODUCT

☐ Product

☐ Service

☐ Other

Describe product, service, or other:

How long does setup/breakdown of your booth take?

Please attach the following:

- Photos of the products being sold
- Photos of your vendor booth
- Certificate of insurance with the following listed as additionally insured:

Petroglyph Education Foundation
880 N China Lake Blvd
Ridgecrest, CA 93555

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VENDOR INFORMATION AND PARTICIPATION REGULATIONS

Vendor check-in will begin on **Friday, November 3, 2023**, from **2pm to 8pm** at the corner of Las Flores St. and French Ave., Ridgecrest, CA. On **Saturday, November 4, 2023**, Petroglyph Festival Day, **check-in starts at 6 am** on-site at the festival information booth. **All Food Vendors must have their booths ready for inspection by the Health Department.** The Ridgecrest Petroglyph Festival organizing committee will do all non-Food Vendors inspections by 8:30 am. The festival opens to the public at 9 am.

Pick-ups and cars only will be allowed on the Petroglyph Festival grounds from 6 am-7:30 am. No commercial trucks will be allowed. **Re-stocking Booths:** Vendors may hand-truck additional items throughout the day, but cars and commercial vehicles will be prohibited from driving on the festival grounds between 9 am **and 6 pm** on Saturday, November 4th, and 9 am **and 4 pm** on Sunday, November 5th. Food vendors will be organized according to the needs of the Health Department and to have better access to the entrance from the parking area. This will allow more accessible transportation of food for vendors throughout the day.

Festival hours: Saturday, November 4, 2023, from 9 am-**6 pm** and Sunday, November 5, 2023, from 9 am-**4 pm**. All vendors are required to keep their booths open until the festival closes. Vehicles will not be allowed onto the festival grounds until patrons leave and the grounds are considered safe for vehicles. Security will be provided for all booth areas overnight. No striking of booths is necessary.

1. No profanity, obscene, or inappropriate items may be displayed or sold. The Petroglyph Festival organizing committee reserves the right to terminate the sale of any product it deems inappropriate. Items referring to or promoting alcohol abuse, drug use, or violence, those that are racially offensive (such as racially charged paraphernalia), political in nature, sexually explicit, and suggestive in nature, are prohibited.
2. No items that are political in nature may be sold. Merchandise referring to political elections and political candidates is not allowed. The Petroglyph Festival organizing committee reserves the right to terminate the sale of any such product it deems inappropriate. The committee will require vendors to remove such items if displayed.
3. Basic space rental does not include electricity, canopies, tables, chairs, or linens unless otherwise noted on the completed contract.
4. Any heating equipment must be provided by the vendor per the health and safety regulations established by Kern County.
5. Providing tables and chairs is the responsibility of the vendor.
6. All booth tables must be covered. Linens cannot be rented through the Petroglyph Festival.
7. Participants provide any signage for all sales items, prices, etc. No handwritten or hand-painted signs will be allowed other than chalkboard signs.
8. The Petroglyph Festival organizing committee has the exclusive right to sell Ridgecrest Petroglyph Festival logo merchandise. The logo has been copyrighted.
9. Participants may hand out material about their organization only within the confines of their booth space.
10. All back-stock of supplies and products should be stored out of sight in the booth space.
11. Participants are solely responsible for merchandise, exhibits, and other equipment. Participants agree to hold harmless and indemnify the Petroglyph Festival sponsors, the City of Ridgecrest, the County of Kern, Ridgecrest Area Convention and Visitors Bureau and its contractors, associates, and Petroglyph Festival volunteers against all liability, loss, damages, claims expenses (including attorney fees) arising out of any injury to persons in or around participant booths/ areas.
12. Participants are solely responsible for product liability and accurate representation of any products offered for sale.
13. Participants are responsible for the disposal/removal of trash after the Petroglyph Festival, including all boxes, packaging, and recyclables.
14. Participants may not sublet their area. If sharing a space, the application must include sharing participant information.
15. **Cancellation:** Full payment of rental fees is required with an application. If a participant cancels within 60 days of the festival, on or after September 3, 2023, no rental fees will be refunded. Cancellation before September 3, 2023, will be rewarded half (1/2) of the rental costs.
16. If weather, major disaster, or other circumstances beyond the control of the sponsors/organizers causes the cancellation of the Petroglyph Festival, the participant waives any claims except for the return of rental fees.
17. I understand and agree to the above 2023 Ridgecrest Petroglyph Festival Participation Regulations and warrant that I am authorized to sign this application on behalf of the specified organization. Please sign, date, and return the application with fees. Send via email to: vendor@rpfestival.com or via mail to Petroglyph Education Foundation, 880 N China Lake Boulevard, Ridgecrest, CA 93555

Signature

Print name

Company

Date