



The N. B. A., City of Richmond & Chevron
2019 WEST COUNTY JUNETEENTH FAMILY DAY PARADE & FESTIVAL



VENDOR APPLICATION

**Saturday, June 15, 2019 - Parade: 10:00 am & Festival 11:30 am to 6:00 pm -
 Richmond, CA**

(Macdonald Avenue & 32ND St)

PLEASE PRINT OR TYPE.

Name of Vendor: _____

Address: _____ City: _____ Zip: _____

E-Mail: _____ Phone: _____ Fax: _____

Please Describe the Items You Will distribute:

Please Check One: If Nonprofit, please attach proof of 501(c)3 status. **Applications will be considered incomplete and booth space will not be assigned until 501(c)3 documentation is provided.** Nonprofit 501(c)3 proof attached? Yes _____ No _____

Booth Type (Please check one):

\$100	Non-Profit Organization/Veteran (Must Provide Proof) (Non Food or Beverages) 10x10 Space
\$300	Commercial Vendor, for Profit (Non Food or Beverages Booth) 10x10 Space
\$550	Banks, Financial Institutions, Insurance Agencies and Mortgage Companies 10x10 Space
\$1000	*Sponsor Level – Business/Organization will be listed on festival promotional materials and receive recognition during the event

NOTES:

- All vendors of products, goods, and services for profit must have a booth.
- Booths are subject to availability and assigned on a first come, first serve basis with completed application and proof of payment. **NO REFUNDS**
- All presenters, vendors for profit or nonprofit will be designated an area for set up and will adhere to safety requirements and schedules set by the City of Richmond, Contra Costa County, N.B.A
- **All vendors must provide their own TENTS, TABLES AND CHAIRS. LIMITED NUMBER OF SPACE**
- **NO VEHICLES ON GRASS**

Vendor Set-up: 7:00 am – 9:00 am only. No vehicles allowed in Park after 9:00 am - and will be cited.
Breakdown: Vendors may drive into the vending area after 6:30 pm to break down All Vendors are responsible for their own clean-up after the Festival.

What area of the park you are seeking (Please check one):

Main Stage Area _____ **Youth Area** _____ (Youth Stage closes at 4:30pm)

Fees & Application must be received by US Mail or in person no later than **Friday, June 08, 2019**

***\$50.00 late fee if paid AFTER JUNE 08, 2019 *DO NOT send application without attaching payment.**



Please make money orders and cashier's checks payable to:

NBA (No personal checks) Mail application with your payment to:

P.O. Box 1984, Richmond, CA 94802-0984

For Information, please call (510) 253-5661 (510) 715-6225 or www.RichmondCaJuneteenth.org

I/We agree to abide by the rules and guidelines of the Juneteenth Family Day Festival and the City of Richmond, CA.

I/We understand that if I/We do not comply my/our booth will be requested dismantled with no refund.

Please Print Name

Signature

Date

FOR COMMITTEE USE ONLY

Date Received: _____ *Booth Category:* _____ *Fee(s) Received:* _____ *Booth#* _____

Assigned Area: _____ *Complete* _____



The N. B. A., City of Richmond & Chevron

2019 WEST COUNTY JUNETEENTH FAMILY DAY PARADE & FESTIVAL



FOOD APPLICATION

Saturday, June 15, 2019- Parade: 10:00 am / Festival 11:30 am to 6:00 pm -

Richmond, CA

(Macdonald Avenue & 32ND St)

PLEASE PRINT OR TYPE

\$600.00

Name of Vendor: _____

Address: _____ City: _____ Zip: _____

Contact Person: _____ Veteran _____ Non-Profit _____ (must provide proof)

E-Mail: _____ Phone: _____ Fax: _____

Please Describe the Items You Will Sell _____

Food items must be pre-approved. Every effort will be made to minimize duplications and increase variety.

Please Check One: If Nonprofit, please attach proof of 501(c)3 status. **Applications will be considered incomplete and booth space will not be assigned until 501(c)3 documentation is provided.** Nonprofit 501(c)3 proof attached? Yes _____ No _____

NOTES: FOOD VENDORS HEALTH PERMIT REQUIREMENT

Food Vendors must complete & meet requirements by Contra Costa County Environmental Health Services for a **Temporary Food Event Permit**. *Return all forms and payment to NBA to receive a Health Permit. Contra Costa County Environmental Services will not accept any applications or permits.*

Permit fees are included in the Festival Vendor Space Fee. Vendors selling food or drink without a Permit will be asked to leave.

- No Alcohol Sales
- Booth assignments will be given at the Park on the day of the event
- Food vendors **must** attend vendor meeting TBA **no exceptions**.
- **Vendors that want to provide duplicated services may be assigned to the Youth Stage. Youth Stage closes at 4:30 pm. NO DISCOUNTS-NO REFUNDS**
- Vendors must provide their own enclosed booth, chairs, etc.
- Vendor must provide their own generator.
- **ALL COOKING EQUIPMENT MUST BE INSIDE BOOTH**
- **NO VEHICLES ON GRASS**

Vendor Set-up: 7:00 am – 9:00 am only. No vehicles allowed in Park after 9:00 am - and will be cited.
Breakdown: Vendors may drive into the vending area after 6:30 pm to break down All Vendors are responsible for their own **clean-up after** the Festival.

What area of the park you are seeking (Please check one):

Main Stage Area _____ Youth Area _____ (Youth Stage closes at 4:30pm)

Fees & Application must be received by US Mail or in person no later than **Friday, June 08, 2019**

***\$50.00 late fee if paid AFTER JUNE 08, 2019 *DO NOT send application without attaching payment.**

Please make money orders and cashier's checks payable to:

**NBA (No personal checks) Mail application with your payment to:
P.O. Box 1984, Richmond, CA 94802-0984**



For Information, please call (510)253-5661 (510)715-6225 or www.RichmondCaJuneteenth.org

I/We agree to abide by the rules and guidelines of the Juneteenth Family Day Festival and the City of Richmond, CA.

I/We understand that if I/We do not comply my/our booth will be requested dismantled with no refund.

Please Print Name

Signature

Date

FOR COMMITTEE USE ONLY

Date Received: _____ Booth Category: _____ Fee(s) Received: _____ Booth# _____

Assigned Area: _____ Complete _____



The N. B. A., City of Richmond & Chevron
2019 WEST COUNTY JUNETEENTH FAMILY DAY PARADE & FESTIVAL



PARADE

Saturday, June 15, 2019 -
 Parade: 10:00 am & Festival 11:30 am to 6:00 pm -
 Richmond, CA

Booker T Anderson Community Center

960 South 47th Street Richmond, CA 94804

PLEASE PRINT OR TYPE.

Name of Vendor: _____

Address: _____ City: _____ Zip: _____

Contact Person: _____ Veteran _____ Non-Profit _____ (must provide proof)

E-Mail: _____ Phone: _____ Fax: _____

ENTRY REQUIREMENTS- PLEASE READ CAREFULLY: Juneteenth is a celebration of freedom for the African American Community. All races, religion, and cultures are invited to participate in the parade. The following must be adhered to:

Booth Type (Please check one):

(If you are a participant in the Festival and paid a Booth fee, your participation in the parade is covered)

\$5	Individuals (Cars & Horses)
\$20	Groups and corporation

IMPORTANT: Do you wish to be judged? _____ Yes _____ No

Float	<input type="checkbox"/>	Community/Church	<input type="checkbox"/>	Marching Units	<input type="checkbox"/>
Dignitary	<input type="checkbox"/>	Animals	<input type="checkbox"/>		
Marching Band	<input type="checkbox"/>	Dance/Drill Team	<input type="checkbox"/>		
Vehicles	<input type="checkbox"/>	Corporation	<input type="checkbox"/>		

NOTES:

- No Campaign promotion, No firearms, No alcohol, and No Smoking in parade...
- Children on bikes must wear helmets...
- Entries must have a banner or sign identifying the organization/group.
- **INDEMNITY AGREEMENT: Participants agree to hold harmless NBA, the City of Richmond and all Juneteenth Sponsors from damage, loss, cost or injury...**

PARADE TIME:

Line up 8:00 am PARADE STARTS AT: 10:00 am



PARADE ROUTE:

Please note that the parade route starts on 960 South 47th Street to Carlson Blvd continues to South 37th Street travels up to Macdonald Ave and ends at Nichol Park on 33rd and Macdonald Avenue.

***DO NOT send application without attaching payment.**

Please make money orders and cashier's checks payable to:

NBA (No personal checks) Mail application with your payment to:
 P.O. Box 1984, Richmond, CA 94802-0984

For Information, please call (510) 253-5661 (510) 715-6225 or www.RichmondCaJuneteenth.org

FOR COMMITTEE USE ONLY

Date Received: _____ Fee(s) Received: _____ Complete _____