



RIO VISTA SIDEWALK SATURDAY 4/22, 5/27, 6/10, 7/22, 8/19, 9/16, 2023

Welcome to the **Rio Vista Sidewalk Saturday** application process. This check list will provide you with all the necessary information you need to make the application process as simple as possible.

NON – FOOD VENDOR CHECKLIST

- _____ A copy of our rules signed by you or your authorized representative.
- _____ **Pictures** of your booth and all items for sale (referral to a web site not acceptable)
- _____ Booth fees – listed on attached page
- _____ City of Rio Vista Business License Application.

www.co.solano.ca.us/civica/filebank/blobdload.asp?BlobID=2665

Double check your application and this checklist to ensure that all items are included.

We will not accept incomplete applications.

Please return application to:

Rio Vista Chamber of Commerce

33 N. 2nd St, Rio Vista, CA 94571

Late applications will be considered, please make personal contact with the chamber or coordinator ahead of event. Day of payment to be made at the Visitors Center, open Saturday's 10am-1pm.

Please bring confirmation of payment & application and CHECK IN at the Chamber of Commerce Sidewalk Saturday Booth on Front St. TO CONFIRM BOOTH SPACE.

We look forward to seeing you at the Rio Vista Sidewalk Saturday!

Questions: Shannon Lewallen, Vendor Coordinator
707-331-8536 / shannonlewallenrealtor@gmail.com

The Rio Vista Chamber of Commerce, Visitor Center
33 N. Second Street, Rio Vista CA. 94571 / 707-374-2700



Sidewalk Saturday Non-Food VENDOR FEES:

	<u>Chamber Member</u>	<u>Non-Member</u>
Vendor Booth	\$ 20	\$ 40
Full Season	\$ 80	\$ 160

- Fee includes **10 x 10 space**.
- **Power is not available in the vendor area.**

PLEASE PRINT:

Name of Business: _____

Address: _____

City, State, Zip: _____

Phone: (____) _____ Emergency Number during event: (____) _____

Email address: _____

List all items to be sold. You will only be allowed to sell items you have registered with us. If there are duplications with other vendors, we reserve the right to limit the items vendors sell. Attach a separate list if needed.

Attach a current photograph of your booth– even if you have previously attended our Event. Pictures are not returnable.

The Rio Vista Sidewalk Saturday, its staff, sponsoring organizations, and the Rio Vista Chamber of Commerce will not be responsible for losses of any kind due to fire, theft, physical violence, elements of nature or any other cause, however originating. The Rio Vista Chamber of Commerce will NOT provide security for the event. However, participants are responsible for their own merchandise and equipment, its protection and insurance. There will be no refund of fees paid for ANY reason. The Rio Vista Chamber of Commerce and the Rio Vista Sidewalk Saturday reserve the right to restrict certain items sold at booths.

Signature of Vendor: _____ Date: _____

Printed Name: _____

Rio Vista Sidewalk Saturday Rules and Regulations

Sign a copy of this page and include with your application.

1. Selling space ONLY is provided. You will be responsible for furnishing your own tables, displays, covers and electrical needs
2. Booth fee is for a 10 ft. x 10 ft. space only.
3. Selling & Setup times:
Saturday setup; 10 – 10:45
Selling; 11 – 4pm, you are welcome to stay to 7pm
Booths must stay open until at 4pm.
4. The following items are prohibited at our event: KNIVES, FIREARMS, marshmallow shooters, water guns / implements of any kind squirting liquids, stink bombs, silly string, snaps/poppers. Any items that the committee or the Rio Vista Police Department feels are illegal or associated with illegal actions can cause immediate shut down of your booth. Any vendor selling products of this nature, mentioned above, will be immediately ejected from the event with no refund of fees.
5. No selling of political merchandise is allowed.
6. At daily closing, booth must be left clean with no trash.
7. The Rio Vista Sidewalk Saturday will be held come rain, wind or shine. Rio Vista can be very windy. PLEASE BE PREPARED. No refunds due to weather.
8. Please keep your selling area neat, clean and well organized at all times. Food vendors must have proper refrigeration – the Solano County Health Department inspector has the right to shut down a booth for any reason they deem appropriate with no refunds, no exceptions.
9. Check must be made out to the Rio Vista Chamber of Commerce. To pay by credit card, notify us via email or phone, and we will send you an invoice that you can pay online. **\$35 will be charged for returned checks.**
10. No application will be finalized until all required items are received by Rio Vista Sidewalk Saturday.
11. There will be NO REFUNDS of any kind for any reason.
12. The Rio Vista Chamber of Commerce and/or the Sidewalk Saturday committee are not responsible for any loss, theft or damage to any of your merchandise and/or booth.
13. No Hawking (yelling at/to customers to come buy your product), will be tolerated. Vendors must stay in their display booth at all times. Absolutely NO sales outside of assigned space. Any of this nature, mentioned above, will be immediately ejected from the event with no refund of fees.
14. All applications will be accepted on a first come/first served basis. We reserve the right to limit the number of vendors selling similar products or to refuse a vendor space.
15. We love animals, but **PETS ARE NOT ALLOWED** at the event.
16. All vendors will be assigned a space number upon acceptance of your completed application. No space reassignments are allowed. NO EXCEPTIONS! Space assignment is made based on a first come/first served basis. If you have a space preference, let us know when your application is submitted, but there are no guarantees. No promises will be made by phone.

Please direct all correspondence to:

Rio Vista Sidewalk Saturday Vendor Coordinator,
33 N. 2nd Street, Rio Vista, CA 94571
707-374-2700 / cell 707-331-8536

I have read and agree to abide by the above stated rules.

Authorized signature: _____ Date: _____

Printed name: _____

CITY OF RIO VISTA
One Main Street, Rio Vista, CA 94571
 (707) 374-2205 Fax (707) 374-5531
BUSINESS LICENSE APPLICATION

BASS FESTIVAL LICENSE		City License# _____	
Business Name (dba) _____		Business Phone () _____	
Business Address _____		City _____	Zip _____
Business Mailing Address _____		City _____	Zip _____
Business Activity (Please describe in detail exactly what your business is being licensed to do. If you need extra space please attach separate sheet of paper)			

How many DAYS will you be paying for? _____ (FRIDAY, SATURDAY, SUNDAY)			
Type of Organization <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation			
Sole Proprietor or Partnership			
Owner's Name _____		Home Address _____	
City _____	State _____	Zip _____	Home Phone () _____
Will Firearms be sold? <input type="checkbox"/> Yes <input type="checkbox"/> No			
ADDITIONAL INFORMATION			
Emergency Contacts: (person with building access)			
Name _____		Title _____ () _____	
Name _____		Title _____ () _____	

The issuing of your Business License is for revenue purposes only. It does not relieve you from the responsibility of complying with the requirements of any other departments of the City of Rio Vista and or any other ordinance, law or regulations of the City of Rio Vista, State of California, or any other Governmental agency.

All Business License must be renewed by the expiration date whether or not you receive a renewal notice. Any Change of ownership, address, or business activity, requires a new application. If you are no longer conducting business in the City of Rio Vista you must notify us in writing stating the date you ceased work in the City. A regional or corporate license is not a substitute for a City license.

Final occupancy is subject to inspection and approval by Building and Fire Departments. Additional permits may be required. Zoning permit approval is required by the Planning Department before issuance of a Business License and a permit for a sign may be required.

The number of persons, including owners and managers determines your business license fee. Yours license is due and payable on the first day of business operations and for each quarter year thereafter. If payments are not received thirty (30) days from that date, you will be charged a penalty for each month or fraction thereof that the payment is past due.