



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

FOOD VENDOR CHECKLIST

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.

1	Completed Application
2	Signed Rules, see attached. Please do not ignore this page!
3	A complete, detailed list of items for sale. We try to not duplicate types of food
4	Booth fees. Bring confirmation of payment & application and CHECK IN at the RVCC Sidewalk Saturday Booth on Front St. TO CONFIRM BOOTH SPACE.
5	Certificate of Liability Insurance (\$1,000,000) with certificate holder: <u>Rio Vista Chamber of Commerce, City of Rio Vista, and Rio Vista Sidewalk Saturday.</u>
6	City of Rio Vista Business License.
7	California Resale Certificate, State of California Board of Equalization. www.boe.ca.gov (if applicable)
8	A Solano County Food Vendor Permit is required. It is your responsibility to submit all forms and payment directly to Solano County as noted below.

Solano County requires a Food Vendor Application plus a fee **due 30 days before event**. Download application at---<http://www.co.solano.ca.us/civica/filebank/blobdload.asp?BlobID=2665> Solano County personnel will be on site Friday to review a checklist of requirements before the event opens.

Submit Food Vendor Permit Application and payment directly to:

Attn. Elizabeth Whitford / Rio Vista Sidewalk Saturday Event

Solano Co. Dept. of Resource Management

675 Texas St., Suite 5500, Fairfield, CA 94533

Late applications will be considered, please make personal contact with the chamber or coordinator ahead of event. Day of payments can be made at the Chambers Visitor Center, open Saturday's 10am – 1pm.
Space assignments will not be finalized until ALL documents and fees are received.

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

Questions: Shannon Lewallen, Event Coordinator

Cell, 707-331-8536 Email, shannonlewallenrealtor@gmail.com

Rio Vista Chamber of Commerce

33 N. 2nd Street

Rio Vista, CA 94571

707-374-2700



Food Vendor

Buy the Day

Season Package (April – Sept)

Booth fees	Chamber Member	Non-Member	Chamber Member	Non-Member
	\$20.00	\$80.00	\$80.00	\$160.00

Tents or food trailers must be Solano County Dept. of Health approved.

PLEASE PRINT

Name of Business: _____

Address: _____

City, State, Zip: _____

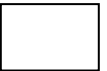
Phone: (____) _____ Emergency # during event (____) _____

Email Address: _____

Food to be sold – COMPLETE DETAILED LIST. You will only be allowed to sell items listed below. If there are duplications with other vendors, we reserve the right to limit the items vendors sell.

Selling space is 10 ft. x 10 ft.

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 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: _____

Vendor Signs must not impede traffic in the roadway.

Rio Vista Sidewalk Saturday Food Booth 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 water.
2. Booth fee is for a 10 ft x 10 ft. space only. If you need more than one space, please remit the appropriate fees.
3. Selling times: Saturday, 11:00am to 4:00pm (required to remain set up) You are welcome to stay later.
4. Hawking, (yelling at customers to come and buy your product), will not be tolerated and will be subject to police enforcement. Vendors must stay with their display booths at all times. Absolutely NO sales outside of your selling space. Any vendors selling products outside of their assigned space will be immediately ejected from the event with no return of fees.
5. No selling of political merchandise is allowed.
6. 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.
7. Booth must be secured to withstand the weather including wind.
8. The Sidewalk Saturday will be held come rain, wind or shine. Rio Vista can be very windy. PLEASE BE PREPARED. No refunds due to weather.
9. Please keep your selling area neat, clean and well organized at all times. Hand washing facilities will be available, but food vendors must have washing capabilities in their booth. 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.
10. Check must be made out to the Rio Vista Chamber of Commerce, Sidewalk Saturday. To pay by credit card, notify us via email or phone, and we will send you an invoice.
11. No application will be finalized until all required items are received by Rio Vista Chamber of Commerce.
12. There will be NO REFUNDS of any kind for any reason.
13. 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.
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.

Please direct all correspondence to: Rio Vista Chamber of Commerce / Sidewalk Saturday
33 N. 2nd Street, Rio Vista, CA 94571
Phone: 707-374-2700

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

Authorized signature: _____ Date: _____

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.