



## Rio Vista Chamber of Commerce Artisan Market 2025

Welcome to the Rio Vista Chamber of Commerce event application process. This checklist will provide you with all the necessary information you need to help make this application process seamless.

# Vendor Checklist

- \_\_\_ Vendor application and insurance waiver, sign & date.
- \_\_\_ A copy of our rules and regulations, sign & date.
- \_\_\_ A copy of your annual/day City of Rio Vista business license.
- \_\_\_ **Proof of Liability Insurance, some service vendors.**
- \_\_\_ Pictures of your booth and all your items or a link to your website.

**ARTISIAN MARKET** will be Thursdays 4pm to 7pm. We will be setting up inside 45 Main St. in collaboration with the Farmers Market on Main St.

**CHECK IN:** 3pm. at 45 Main St. at the back rollup door.

**CONFIRM BOOTH SPACE:** please bring application & confirmation of payment to the Visitor Center at 33 N. 2nd St.

**LATE APPLICANTS** will be considered, please make contact with chamber or event coordinator.

The Rio Vista Chamber of Commerce  
707-374-2700 / 33 N. 2nd St. Rio Vista CA. 94571 / riovista.org

Event Coordinator: Shannon Lewallen  
707-331-8536 / shannonlewallenrealtor@gmail.com

3/2025

# VENDOR APPLICATION



## Buy the Day

Chamber member: \$30.00 Non-member: \$50

## Buy the Season / Includes 5 Events

Chamber member: \$100 Non-member: \$180

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**Please circle dates that you will be participating**

May 15   June 19   July 17   Aug 21   Sept 18   Oct 16

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Business Name \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

FB/Instagram/Website page (need to review products for approval):

\_\_\_\_\_

\_\_\_\_\_

List all authorized vendor personnel and helpers:

\_\_\_\_\_

\_\_\_\_\_

**\*City of Rio Vista Business License Annual/Day: Attach a copy**

**\*Payment can be mailed to or dropped at the Chamber office**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



# INSURANCE WAIVER ALL VENDOR APPLICATIONS

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## HOLD HARMLESS AND RELEASE

I will indemnify, defend, and hold the Rio Vista Chamber of Commerce, its officers, agents, servants, and employees harmless from any and all claims for loss, damage, injury, or liability of whatsoever nature and howsoever the same may be caused or may arise resulting directly or indirectly from my participation in this event. **By signing you agree to the vendor terms indicated.**

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Signature of Applicant

Date

3/2025

# RVCC Event Vendor Rules and Regulations

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

1. Selling space provided. You will be responsible for furnishing your own tables, displays, popup tents.
2. Booth fee is for a 10'x10' space. If you need more than one space, please remit appropriate fees.
3. Vendors must stay at their booth at all times. Any vendors selling product outside of their space (hawking) will risk immediate ejection from event.
4. No selling of political merchandise is allowed.
5. The following items are prohibited at our events: Knives, Firearms, and any items that the Chamber or the RVPD determines is illegal or inappropriate. Any vendors selling products of this nature will be immediately ejected from event.
6. Please keep your selling area neat, clean and organized at all times.
7. Food Vendors must have hand-washing capabilities at their booth - the Solano County Health Dept. inspector has the right to shut down a food booth for any reason deemed appropriate.
8. **BOOTH MUST BE SECURED TO WITHSTAND** the weather including the **WIND!**
9. There will be NO REFUNDS of any kind.
10. **The Rio Vista Chamber of Commerce and/or the event committee are not responsible for any loss, theft or damage to any of your merchandise or booth.**
11. We reserve the right to limit the number of vendors selling similar products or to refuse a vendor space.
12. We love animals, but pets are not allowed at our event.
13. **Season vendors have the option to reserve a space. And Must Attend Every Market or give 2 Week Notice so space can be filled. Otherwise space assignment is on a first-come first-served basis.**

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

Authorized signature \_\_\_\_\_ Date \_\_\_\_\_