



Pupkin Patch Dog Festival

October 22, 2022
 City Park, Vallejo
 10:00 a.m. – 3:00 p.m.



Hello Dog Enthusiast,

It is so exciting that you want to participate in our Pupkin Patch Dog Festival. This event is sure to be a success and with your participation we can't go wrong!

There are two opportunities for participation, as outlined below. Once you decide on which one is right for you just fill out the form below and send the appropriate documents and payment and you're in!

Vendor Type	Cost (non-refundable)	Requirements	Benefits
Little Dog	\$75	Show up, provide (1) raffle item (\$20 value) and (1) prize item (\$20 value)	10x10' booth space, exposure during raffle and dog show/games & contests, and business name listed on Pupkin Patch Dog Festival website
Big Dog	\$125	Just show up	10x10' booth space, and business name listed on Pupkin Patch Dog Festival website

PUPKIN PATCH DOG FESTIVAL VENDOR FORM

Name of individual signing this form (please print):		Vendor Type:	
Company or organization name:			
Company or organization address (or individual's address, if this form is submitted by an individual):			
City:	State:	Zip:	
Phone:	Email:		
URL:			
Company or organization title of individual signing this form:			
Description of wares:			
Signature:		Date:	



Pupkin Patch Dog Festival
October 22, 2022
City Park, Vallejo
10:00 a.m. – 3:00 p.m.



To reserve a booth space please fill out, sign, and send a copy of this application, the Vendor Participation Agreement, and payment to Julie Myers at GVRD, 801 Heartwood Ave. Vallejo CA 94591 or via email at jmyers@gvrd.org. **To confirm booth reservation, ALL required documents (COI & Vendor Temporary Permit) and payments MUST turned in by October 15, 2022.** Vendors who turn in their forms late may forfeit their booth space.

FOR OFFICE USE ONLY:

Received: _____ Approved: _____



Pupkin Patch Dog Festival

October 22, 2022
City Park, Vallejo
10:00 a.m. – 3:00 p.m.



Event Details

FEE \$75-\$125 based on type of vendor package chosen

BOOTH SPACE Approximately 10'x10'; Vendor is responsible for all fixtures: tables, chairs, tents and tent weights. Tent pegs/staking are NOT ALLOWED and tents must be weighed down with tent weights – sandbags, water jugs, etc.

EVENT DETAILS Saturday, October 22, 2022; 10:00am – 3:00pm; City Park, Vallejo
Set-up Times: 8:00am – 10:00am; Tear-Down: 3:00pm – 4:00pm

PARKING Temporary loading and unloading will be available at your booth space. Street parking is available.

INSURANCE, PERMITS & AGREEMENTS A **COI (certificate of insurance)** is required for all vendors. Vendors selling merchandise are required to obtain a **City of Vallejo Vendor Temporary Permit**. All vendors must sign the **Vendor Participation Agreement**

Certificate of Insurance Requirement

(For each vendor)

Each vendor must submit the following:

- A copy of your **Certificate of Liability Insurance (COI)** with dates that will be current on October 22, 2022 and with the **Description of Operations** section stating exactly:
 - The Greater Vallejo Recreation District and the City of Vallejo, and each of their officers, employees, elected and appointed officials, representatives, volunteers and agents are added as Additional Insureds excluding Workers' Compensation and Employer's Liability policy as required by written contract but limited to the operations of the Insured under said contract and always subject to the policy terms, conditions and exclusions.
 - And the **Certificate Holder** section stating exactly:
 - Greater Vallejo Recreation District, 395 Amador St., Vallejo CA 94590 & City of Vallejo, 555 Santa Clara Street, Vallejo CA 94590
 - And a signed copy of the **Vendor Participation Agreement**

A sample of the COI is attached for your convenience.

Vendor Temporary Permit Requirement

(For Vendors selling merchandise)

A Vendor Temporary Permit may be obtained from City of Vallejo by telephone at 707-302-6074.



Pupkin Patch Dog Festival

October 22, 2022

City Park, Vallejo

10:00 a.m. – 3:00 p.m.



**GREATER VALLEJO RECREATION DISTRICT
VENDOR PARTICIPATION AGREEMENT**

1. _____ (“Vendor,” whether individual, company or organization) has applied to participate in the Greater Vallejo Recreation District Pupkin Patch Dog Festival event (the “Event”). In consideration of the Greater Vallejo Recreation District (“GVRD”) granting Vendor a permit to participate in the Event, Vendor agrees to all the terms and conditions set forth in this Vendor Participation Agreement (the “Agreement”) as follows:
2. Vendor shall, at his or her or its sole expense, defend with counsel acceptable to GVRD, hold harmless, and indemnify GVRD and the City of Vallejo, and each of their elected and appointed officials, officers, employees, agents, assigns, volunteers, and representatives against any and all claims, demands, damages, losses, and expenses of every kind arising out of, or connected in any way to, the Event, Vendor’s participation in the Event, any persons or animals who/that were or reasonably should have been under Vendor’s control, in connection with the Event and/or this Agreement, including, without limitation, claims for loss or damage to property, injury to or death of any person or animal, attorneys’ fees, expert fees, and costs of suit.
3. Within thirty (30) days after notice from GVRD, Vendor agrees to pay GVRD for any and all costs incurred by GVRD to repair damage to GVRD property directly or indirectly caused by Vendor and/or its officers, employees, volunteers, agents and/or any person who was or reasonably should have been under Vendor’s control, in connection with the Event.
4. Vendor agrees that by bringing any animal to the Event, Vendor is doing so at Vendor’s sole risk, cost, and expense, and any harm, risk, or damage sustained by any animal directly or indirectly arising out of the presence of Vendor’s animal(s) at the Event shall be Vendor’s sole and exclusive responsibility.
5. Vendor is responsible for cleaning up any messes made by any of Vendor’s animal(s) during the Event.



Pupkin Patch Dog Festival

October 22, 2022

City Park, Vallejo

10:00 a.m. – 3:00 p.m.



6. Vendor hereby represents and warrants that each and every one of Vendor's animals is healthy, free of parasites, and has all core and noncore inoculations including, but not limited to, rabies, distemper, bordatella, and parvovirus.
7. Vendor hereby represents and warrants that Vendor's animal(s) are not aggressive. Admittance of any animal to the Event is at the sole discretion of GVRD. If any of Vendor's animals engage in any behavior considered by GVRD to be of an aggressive nature, Vendor agrees to immediately remove the animal(s) from the Event, and Vendor agrees that it will not be entitled to any refund from GVRD.
8. Animals that have been cited under any California or local law as dangerous and/or vicious are prohibited from the Event.
9. This Agreement shall be signed by the Vendor, or if the Vendor is less than 18 years of age, by a parent or legally responsible guardian.
10. By signing this Agreement, I give my permission for my or my child's image to be used to advertise the Event.

Date: October 22, 2022

VENDOR: _____
(Print name of individual, company or organization)

BY _____
(Signature)

ITS _____
(Title, if Vendor is a company or organization)