

**Himalayan Fair**  
**May 18<sup>th</sup> & 19<sup>th</sup> , 2024**  
**Live Oak Park, Berkeley CA**  
**Vendor Application**

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

Contact name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Tell us about your business or organization:

☐ Imports/Handicraft

☐ Travel

☐ Information

☐ Handmade Arts & Crafts

☐ Clothing

☐ Jewelry

☐ Non-profit Organization, Non Profit ID # \_\_\_\_\_

(If applying for non-profit discount)

☐ Other: \_\_\_\_\_

All spaces are on grass or dirt and 10' X 10' unless otherwise noted. This event is outdoors in Live Oak Park, so come prepared for sun and possible rain and/or wind. Spaces are rented for 2 days only, single day rental not available.

☐ Merchant 10 x 10 Space \$490.00

☐ Non-Profit discount rate \$350.00

Full payment must be received by March 29, 2024, to guarantee preferred space

If you are a new vendor, you will be allocated the best available space.

Would you like to donate an item to our raffle? ☐ Yes ☐ No

All funds raised support the fair and its charities. If so, please drop it off at the Info booth during the Fair on Saturday morning.

## Rentals

Items to rent:	Quantity
<input type="checkbox"/> 8-foot folding table \$40.00 _____	
<input type="checkbox"/> regular folding chair \$10.00 _____	
<input type="checkbox"/> 10' x 10' pop-up canopy \$150.00 _____	

Equipment Will Call (located behind Main Stage) All orders must be placed in advance.

### Hours:

3pm – 5pm Friday May 17

8am - 10am Saturday May 18

8am - 10am Sunday May 19

- All rentals must be picked up and returned to the Equipment Will Call Area behind the Main stage.

### Main Stage.

- Equipment must be returned in the same condition by Sunday 5:00pm
- Equipment is to be paid for in advance.
- No additional rentals will be available on site during the event.
- Items cannot be canceled after April 26, 2024

Please make payments for rentals payable to: Himalayan Fair

Payment for vendor space and rental equipment can be paid with one check.

Total amount enclosed for rentals: \$ \_\_\_\_\_

Make payments to Himalayan Fair P.O. Box 7736 Berkeley CA 94707

## **VENDOR CONTRACT**

**Vendors of food and beverages, goods and services including non-profits (hereinafter referred to as "Vendors") agree to abide by all applicable laws, ordinances, and regulations pertaining to health, fire prevention, public safety, business licenses and sales tax permits.**

**Vendor booths must be open and staffed during all hours of the event. All Vendors are responsible for securing their exhibit when leaving or closing each day.**

**The Vendor agrees not to hold responsible the Himalayan Fair Committee, hereinafter referred to as the "Producer," or any of its members from any and all claims, causes of action suits, damages, theft, injuries, and losses to any person or goods arising out of or connected in any way with the renting of space at the Himalayan Fair.**

**Vendor agrees to maintain the dignity and integrity of the event and will not perform any harmful acts.**

**As the Producer of the event, we reserve the right to ask any Vendor or their employees to leave if we feel that they are not acting in the best interest of the Himalayan Fair.**

**Vendors agree to permit photography and video of their booths and their work during the 2024 Himalayan Fair to be used for the purposes of promoting and advertising the event. All photography and/or video taken by the Himalayan Fair photographer or their representatives remain the property of the Himalayan Fair.**

**PLEASE COME PREPARED.**

**NO RENTALS WILL BE AVAILABLE ON SITE.**

**OVERHEAD CANOPIES ARE HIGHLY RECOMMENDED FOR PROTECTION FROM THE SUN AND POSSIBLE RAIN.**

### **SET UP & CLEAN UP:**

Set up may begin at 3:00pm on Friday, May 17, 2024. Each participant is responsible for setting their own area and making sure it is secure and absolutely clean before departure. Vendor must clear all debris by 7pm Sunday, May 18, 2024

### **CANCELLATION POLICY:**

Vendor agrees there are to be no refunds once the reservation has been confirmed except in the event that the Producer cancels the event.

The Producer reserves the right to cancel the event in the case of a disruption of the event due to reasons out of their control including but not limited to weather, fire, public enemy, terrorist strikes, statutes, ordinances or any other cause. The safety of attendees, vendors, exhibitors and crew always comes First.

If the Producer cancels the event, exhibitors have the choice to either (1) leave their fees with the Producer to pre-pay for a booth for the next event at the current rate, or (2) ask for a refund. Refunds will be issued by check as soon as funds are available or from the Event Cancellation Insurance Policy reimbursement.

Vendor signature \_\_\_\_\_ Date \_\_\_\_\_

Please make check or money order for payment of space(s) payable to "Himalayan Fair."

**Send payments to Himalayan Fair, P.O. Box 7736 Berkeley, CA 94707.**

Spaces are limited, do not delay!

Please email any questions to: [thehimalayanfair@gmail.com](mailto:thehimalayanfair@gmail.com)

See you at the Fair!

Kunjo Tashi, Himalayan Fair Director