

# IE SALSA FEST 2018 VENDOR APPLICATION

*(Please read entirely)*

*ALL VENDORS ARE ENCOURAGED TO DECORATE IN A FESTIVE SALSA THEME*

## WHEN IS THE IE SALSA FEST:

- **Saturday, June 2<sup>nd</sup>, 2018** White Park, 3932 Chestnut, Riverside, CA 92501.
- Hours of Operation: 11:00am to 6:00pm – No Exceptions
- Application for booth space at the IE Salsa Fest is hereby made subject to acceptance by iHeartMedia Riverside.

## WHAT DO VENDORS GET WITH THEIR PAID BOOTH SPACE?

- All Booth Spaces are 10'x10'
- Applicants may have as many paid spaces, as they need to be put together as one booth, but may not have more than four spaces without a separation.
- **All vendors must furnish own tent.** See last page for requirements.
- IE Salsa Fest will provide a blanket health permit to cover all food vendors.
- IE Salsa Fest will provide blanket business license for all vendors.

## IS POWER AVAILABLE FOR VENDORS?

- **Power is NOT available.** If you **require** power YOU MUST BRING A GENERATOR.

## WHAT DO VENDORS NEED TO PROVIDE?

- **All vendors** selling products or services of any kind will be required to submit proof of liability insurance with your application by May 7<sup>th</sup>, 2018
- Informational booths are not required to provide insurance.
- Your liability insurance must name the “City of Riverside. It’s officers, Employees and Agents” as additionally insured. 3200 Main St. Riverside, CA 92522.
- Food Vendors must bring appropriate working and certified Class K Fire Extinguishers **AND**, if using a fryer, a working and certified 2A:10bc fire extinguisher per City of Riverside Fire Code: CFC 904.11.6.2 and 906 .

## WHAT TYPE OF VENDOR BOOTH DO YOU WANT?

**BOOTH PAYMENT DEADLINE MAY 7<sup>th</sup>, 2018!**

*PLEASE SUBMIT PROMPTLY. Booths available on a first come first served basis.*

Please indicate the number of booth(s) requested. All booth sizes are 10'x10' unless specified.

### **MAKE CHECKS PAYABLE TO iHEART MEDIA**

\_\_\_\_\_ Retail Vendor (**Must provide own tent**)- \$550.00 (\$800.00 Premium booth)

\_\_\_\_\_ Food Vendor (**Must provide own tent**)- \$550.00 (\$800.00 Premium booth)

\_\_\_\_\_ How big is your complete Tent Footprint (setup)? Horizontal or Vertical? Ex. 10'x20' horizontal.

- **IF YOUR BOOTH OCCUPIES A LARGER THAN 10'X10' HORIZONTAL SPACE YOU (VENDOR) MAY BE SUBJECT TO AN ADDITIONAL \$100 FEE.**
- **ACCEPTABLE FORMS OF PAYMENT: CASHIERS CHECK, MONEY ORDER, CREDIT CARD**
- **PLEASE MAKE ALL CHECKS MADE PAYABLE TO IHEART MEDIA**
- **This application will not be given consideration without all accompanying checks/ payment.**
- **To pay by credit card please proceed to Cc payment link and follow the instructions online:**  
<https://radioinvoices.iheartmedia.com/default.aspx?MarketID=253>
- **Return application, proof of insurance, media release and all checks to contact information below.**

### **VENDOR INSTRUCTIONS**

1. All vendors must remain in operation during all festival hours and cannot tear down until the conclusion of the event—NO EXCEPTIONS.
2. Please be advised that the County Health Inspector and the City of Riverside Fire Inspector will visit and inspect the festival during the event. All health permits will be covered under the Temp Food Permit for the IE Salsa Fest. Food vendors **MAY** sell **canned or bottled soda or water** ALTHOUGH ANY ALCOHOLIC BEVERAGES ARE PROHIBITED. IE Salsa Fest will sell these products exclusively.
3. All vendors must submit photographs of their booth(s) including signage, product, and set- up.
4. Space **locations will be selected by vendors upon payment and application approval.** **No booths will be reserved without payment. This is on a first-come, first-serve basis.**
5. Once this application is approved by the IE Salsa Fest the space fees paid will not be refunded.
6. The IE Salsa Fest Event is Rain or Shine

7. Vendors that do not adhere to these requirements will be asked to leave with NO REFUND.

### THE FINE PRINT- VENDOR/SPONSOR INDEMNIFICATION AGREEMENT

This Indemnification Agreement (“Agreement”) between the \_\_\_\_\_ (“Sponsor”) and iHeartMedia, Inc. on behalf of its Station, 99.1 KGGI (“Station”) is effective as of (DATE) \_\_\_\_\_, 2018.

This will acknowledge that Sponsor’s participation in a Station produced or promoted Event to take place at White Park 3936 Chestnut St. Riverside, CA 92501, including any adjoining or related facilities or Premises, (the “Event”) scheduled for June 2<sup>nd</sup>, 2018.

Sponsor hereby represents, warrants and covenants that Sponsor’s activities, including those of its agents and contractors at the Event will be conducted in compliance with all applicable laws and regulations. Without limiting the foregoing, Sponsor agrees and acknowledges that Sponsor is solely responsible for ensuring the adequate supervision of all of its employees, agents, volunteers and contractors participating in the Event and shall be solely accountable for the conduct of such participants.

Sponsor agrees to defend and indemnify Station, Event venue, facility or premises owners and each of their respective parent companies, affiliated companies, and their respective officers, directors, agents and employees and shall hold them harmless against any damage, claims, suits, actions, liabilities, loss, costs and expenses (“Claims”), including reasonable attorneys’ fees, arising out of, or alleged to have arisen in any way from its participation in the Event (including, but not limited to, the acts or omissions by Sponsor, its employees, agents, participants, volunteers or contractors related to their participation in the conduct of the Event). The foregoing indemnification, however, shall not apply to the extent the foregoing Claims are caused by the gross negligence or willful misconduct of Station, its employees or agents. Station agrees to give prompt written notice to Sponsor of any such Claims. Station’s delay in furnishing notice of any such Claims to Sponsor shall not discharge Sponsor from the indemnification obligation hereunder, except to the extent such delay results in actual prejudice to Sponsor. Sponsor shall undertake and conduct the defense of any Claims so brought with counsel of its choice. This Paragraph shall survive the expiration or earlier termination of this Agreement

This Agreement shall be governed by the laws of the State of California, county of Riverside. Nothing herein contained herein shall be construed to place the parties in the relationship of partners, joint ventures, agents or employees of one another and no party shall have the power to obligate or bind the other in any manner whatsoever, except to the extent herein provided.

IN WITNESS WHEREOF, the undersigned has executed this Indemnification Agreement on the date set forth below.

iHeartMedia, Inc. on behalf of Radio Station 99.1 KGGI

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**The undersigned agrees to abide by the official rules and regulations of the IE Salsa Fest**

**DEADLINE FOR APPLICATIONS AND PAYMENT: May 7<sup>th</sup>,  
2018**

*(Please write clearly)*

Company \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Fax \_\_\_\_\_

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

Email \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return your completed application to iHeart Media Riverside:**

- Email to: MadylynTapia@iHeartmedia.com or your assigned account rep
- Fax to: (951) 274-4949 Attn: IE Salsa Fest
- Mail to: iHeart Media Riverside 2030 Iowa Ave Suite 100. Riverside, CA 92507  
Attn: IE Salsa Fest

Questions can be addressed to: Madylyn Tapia- [MadylynTapia@iHeartmedia.com](mailto:MadylynTapia@iHeartmedia.com)

iHeart Media Riverside ☐ 2030 Iowa Ave Suite 100 ☐ Riverside ☐ CA 92507 Phone: (951)  
684-1991 ☐ Fax (951) 274-4949

## **FREQUENTLY ASKED QUESTIONS:**

Do I have to be a Mexican restaurant?

- No! That's the beauty of the IE Salsa Fest – everyone makes a Salsa. It's one of the most popular condiments in America.

Can I keep a vehicle at my booth?

- No.

Can I sell food that are NOT Salsas?

- Yes, BUT, we encourage the sale of Salsa's along with other foods, after all, it is a SALSA FEST. Related items that can be sold include: Nachos; Elotes (corn on the cob); Churros and other Mexican sweet bread; Atole (Mexican cream of corn); Paletas (ice cream bars); and other desert snacks, etc.

How much should I prep for?

- Use your best judgement, we estimate 4,000 to 6,500 attendees.

Are hand-washing stations provided?

- No. Hand washing station must be provided by vendor. Please refer to city of Riverside's Temporary Food Facilities Operators Guide for additional information. Rivcoeh.org.

Are plates or utensils provided?

- No. You must provide disposable plates, napkins and utensils as needed. Remember, it's an outdoor festival, so napkins, foil, and paper towel could act as a plate.

Do I need a food health permit for the event?

- Your booth fee will include a blanket health permit.

Will the Health Department inspect my tent?

- Yes. Health inspection usually occurs approximately 1-2 hours before the event begins.

Will the Fire Department inspect my tent?

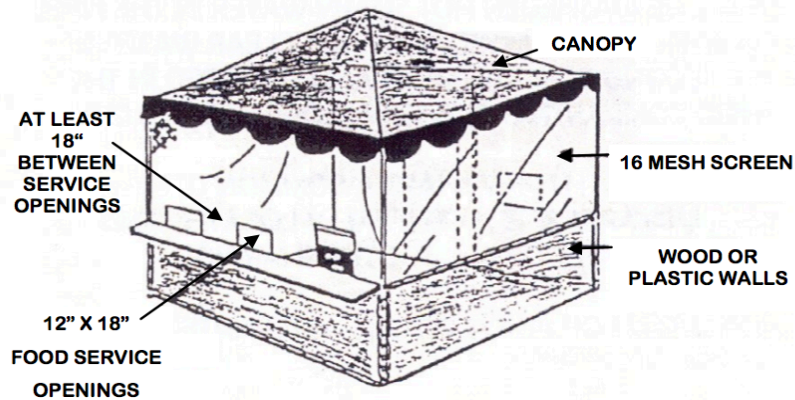
- Yes. Your fee will cover this cost.

## How should my Temporary Food Facility be constructed?

Unpackaged food must be stored, prepared and held for sale inside of a fully enclosed area. Typically, this means a food booth complete with a solid roof (such as a canvas canopy) and four walls (walls can be screening of 16 mesh or finer). Screening must cover pass-through windows and other openings to minimize the entrance of insects and food contaminants. Acceptable flooring would be sealed plywood, tarps, or clean asphalt.

If all of your food and beverages are **pre-packaged**, and you do not conduct any preparation, a fully enclosed booth is not required but some form of overhead protection must be in place over all food storage areas. Contact your local Environmental Health office for details.

**Note:** Live animals and birds are not allowed inside or within 20 feet of the temporary food facility.



The business name must be displayed at the booth in letters that are at least 3 inches high. The name of the owner, city, state, and zip code must be displayed in letters/numbers (at least 1 inch high) at each operating location.

### Food Vendors:

Please refer to city of Riverside's Temporary Food Facilities Operators Guide for additional information. [Rivcoeh.org](http://Rivcoeh.org)

