

FOOD VENDOR APPLICATION

City of Suisun City Recreation, Parks, & Marina Department
611 Village Drive, Suisun City, CA 94585
jsingley@suisun.com
(707) 718-0311



RECREATION, PARKS, & MARINA DEPARTMENT
SUISUN CITY, CA

About the Event
The City of Suisun City is hosting Christmas on the Waterfront on Saturday, December 7, 2024 from 2:00pm to 8:00pm. This event features a holiday market and live music in addition to a boat parade, tree lighting, fireworks, and pictures with Santa.
For Profit Food Vendor Fees
\$150 - 10'x10' space \$200 - 10'x20' space \$250 - 10'x30' space
These fees DO NOT include any fees for your Solano County Health Permit
Application Procedure
To apply for a vendor space, please fill out the attached application form and have it scanned, dropped-off or mailed to our offices no later than Monday, November 18, 2024. Space is limited and applications and space allotments are not guaranteed until confirmed. Late applications will be considered only if space is available. Forms must be returned to: Justeen Singley, 611 Village Drive, Suisun City, CA 94585
Assignment of Space
Space may not be re-assigned, sold, traded or shared without previous arrangement. You may not take-up any spot other than the one you are assigned. <ul style="list-style-type: none">• Main course food vendors must be in an enclosed vehicle or trailer-BBQ or grill outside to prepare food• Dessert/Snack vendors may use a single tent
Selling & Setup Information
Vendors must arrive between 10:30am and 12:30pm to setup their vendor space and be ready for sale/health inspection by 1:30pm. Any late arrivals will be turned away and will not be given a refund.
Sales
Only items pre-approved by City of Suisun City may be sold at the event. Food vendors may not sell alcoholic beverages of any kind. All sellers must possess a resale number, collect taxes and be responsible for all their own sales and collections. A resale number can be obtained from the California State Board of Equalization. Applications are not complete without submitting a valid resale number with application.
Supplies & Clean-up
Participants must supply their own equipment, resale license, signage and everything else necessary for their sales. City of Suisun City will manage the Solano County Office of Environmental Health permits & fee. All food vendors must have a valid health permit on file with Solano County. Vendors are responsible for disposing of their own cooking oil and may not use event dumpsters for oil disposal. Each vendor is responsible for the condition of his/her space during and after the event. You will be fined for any garbage or debris left behind.
Flyers
Unless otherwise authorized, the City of Suisun City does not permit, within event boundaries, any distribution of printed materials, sampling, hawking, panhandling or soliciting.
Responsibility
The City of Suisun City and any city employee/volunteer will not be held responsible for any depredation or loss of any kind, whether by fire, theft, physical violence, elements of nature or other causes, however originating.

Contact Information

Business/Organization:		Date:	
Contact Name:	Booth Type:	Booth Size:	
Phone:	Email:		
Address:	City:	State:	Zip:

Description of Items Sold & Items Priced

Terms of Agreement

Please check the following boxes and sign below:

- I understand that I must arrive by 12:30pm to set up, late arrivals will be turned away and no refund provided.
- I understand that all vendors must be prepared to serve food at 1:30pm for health inspection.
- I understand that I must provide my own power via low noise (under 80 decibels) generator.
- I understand that I may not breakdown until 7:30pm, and I must stop serving food at 8:00 p.m.
- I understand that I must provide my own change fund.
- Attached is a copy of the health permit decal of the food vendor that will be present at the event.
- I agree to meet all County Health requirements and follow any direction provided by the Health Inspector. (Please refer to: www.solanocounty.com/depts/rm/environmental_health/consumer/food_program/default.asp)
- Yes! I would like to participate in the Christmas on the Waterfront event.** I agree to sell the above listed items on Saturday, December 7, 2024 from 2:00pm – 8:00pm.
- HOLD HARMLESS AND INDEMNIFICATION AGREEMENT FOR VENDORS**
The applicant hereby agrees to indemnify and hold harmless the City of Suisun City, its officers, agents and employees against any and all claims, demands, costs, expenses and liability of every kind, nature and description directly and indirectly arising from participation permitted under this application, except for damages arising from the sole negligence or will full acts of the City. I certify that I shall accept responsibility on behalf of my group/organization for any damages or theft sustained by the City (premises, furniture or equipment) because of the occupancy of said premises by our group/organization. I have read and agree to comply with the rules and regulations stated within this contract. The cost of any special cleaning or damage to the facility, equipment or grounds, due to the participation, will be charged to the business listed on the application directly.

Application Return & Payment

Mail -OR- Drop off application by 4:00pm Monday, November 18 to:

Justeen Singley, Recreation Coordinator
611 Village Drive
Suisun City, CA 94585

PLEASE MAKE ALL CHECKS PAYABLE TO “SUISUN CITY RECREATION, PARKS, AND MARINA”

Signature

Date

For Office Use Only

Date Rec'd _____ Payment Rec'd _____ Payment Type _____ Check # _____ RecDesk# _____ Amt Paid _____