



2nd Annual Richmond Main Street Healthy Village Farm Stand

YES! I WANT TO PARTICIPATE AS A VENDOR!

Healthy Village Farm Stand is an annual summer community event series organized by Richmond Main Street Initiative. Admission to Healthy Village Farm Stand is free and all members of the community are welcome to attend. Each Healthy Village event takes place in the Community "Green" Space in historic downtown Richmond and features a produce stand, arts and crafts activities for children, fun exercise sessions, and informational booths that showcase services provided by local nonprofit organizations.

Richmond Main Street's goal for this year's Healthy Village Farm Stand events is to expand nonprofit vendor participation. Registration for nonprofit organizations interested in participating in Healthy Village is free. The nonprofit organizations who participate in Healthy Village Farm Stand will help create an event that offers goods, services, information, and a sense of community togetherness for all attendees.

Please indicate which Healthy Village Farm Stand events at which you wish to participate by checking the appropriate boxes:

- June 3 July 1 August 5
- ✓ All concerts are on the 1st Friday of the month. They run 12-2pm.
- ✓ Location: Community "Green" Space, Harbour Way and Macdonald Avenue
- ✓ Set up begins at 10:30 pm.
- ✓ All vendors must supply their own tables, chairs, materials, and supplies.

Please take a moment to review the Vendor Terms and Conditions on the following page. Space is limited and vendor participation will be allotted on a first come-first serve basis. Mail your completed registration form to: Richmond Main Street, c/o Healthy Village Farm Stand, 1000 Macdonald Avenue, Suite C, Richmond, CA 94801 to reserve your space.

Please complete the information below:

Company/Organization Name: _____

Nonprofit ID#: _____. Please submit proof of nonprofit status.

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Information and/or items that you will be providing:

_____ agrees to vend at the above Healthy Village Farm Stand events.
(company or organization name)

This agreement becomes a binding document upon payment in full and signature. This agreement also acknowledges that the vendor has read and agrees to the attached Vendor Terms and Conditions.

Signature of Company Representative _____
Title _____ **Date** _____

Vendor Registration Deadline for Healthy Village Farm Stand is 2 weeks before each event.

VENDOR TERMS AND CONDITIONS

1. Vendor applications must be filled out completely before they can be accepted. Proof of nonprofit status must be submitted with completed vendor registration.
2. Vendor's registration is an offer to contract; **space is limited**, and Richmond Main Street Initiative seeks to present a varied mix of informational booths of interest and use to attendees of all backgrounds. Richmond Main Street Initiative reserves the right to reject any application. A contract is formed only upon Richmond Main Street's notice to vendor that the application has been accepted.
3. Vendor does hereby release Richmond Main Street Initiative from liability in connection with any damage to vendor's person and/or anyone operating vendor's space, merchandise and/or personal property due to fire, theft, breakage or disturbance in connection with and during the concert.
4. Permission to exhibit/participate at the Healthy Village Farm Stand event is a personal privilege and right granted to the vendor. The contract and rental space shall not be assigned, transferred, or sublet with out the permission of Richmond Main Street Initiative.
5. Richmond Main Street will provide the following for use by the vendor: one (1) **6'x6'** space. The vendor must provide all other supplies, including but not limited to: tables, chairs, merchandise, cash/change, promotional and display materials, etc.
6. At all times, vendor will confine his/her display of items within his/her assigned table area. Vendor is responsible for proper disposal of trash and waste before, during and after the event.
7. No vendor may change informational items without prior approval from Richmond Main Street's Executive Director.
8. No information can be disbursed except from registered vendor participants.
9. Smoking is **prohibited**. No animals are permitted on the event site other than visual aid dogs.
10. Failure to comply with rules and regulations will result in automatic closure.

Please contact Alicia at (510) 236-4049 with any questions regarding the registration process.