

# The 2018 Annual Upland Holiday Faire Vendor Application

**Saturday, December 8, 2018**  
**Sponsored by Cooper Museum**  
 In conjunction with the City of Upland's  
 42nd Annual Christmas Parade

**Vendor Check-in: 6:30 a.m.**  
**Holiday Faire: 8:30 a.m. - 3:00 p.m.**

Business Name: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Driver's License Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_  
 State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email/Website: \_\_\_\_\_

**(Email required. If no email, include a self-addressed stamped envelope in order to receive set-up instructions & map. Information will be mailed out seven days prior to event.)**

Description of Products (**Photos Required**): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Business/Crafter Space</b>	<b>10 x 10</b>	<b>\$85.00</b>	
<b>Business/Crafter Double</b>	<b>10 x 20</b>	<b>\$135.00</b>	
<b>Food Vendor, see additional information on reverse</b>	<b>10 x 20</b>	<b>\$185.00</b>	
<b>City of Upland Temp. Business License</b>	<b>Filing Fee Per Day</b>	<b>\$20.00</b>	
<b>TOTAL=</b>			

**Please enclose with your application:**

- Completed Vendor Application
- Visa or MasterCard information or PAYPAL Email: [Egkent@verizon.net](mailto:Egkent@verizon.net)
- Check or Money Order made payable to: [Network Entertainment](#)
- Booth Picture with products for sale
- City of Upland Business License or Single Day Temporary License

**Food Vendor Additional Requirements:**

- Fire Permit (for open flame food vendors)
- Proof of Insurance listing the City of Upland and Cooper Museum as Additional Insured\*\* (all food vendors)
- San Bernardino County Food Permit (all food vendors)

Electricity, canopies, tables & chairs are **not provided**. Generators are not allowed. Food vendors may request electricity in advance. Sinks are not provided; you must carry out your graywater.

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## Vendor Application ~ Additional Instructions

**COMPLIANCE AGREEMENT:** *I agree to adhere to the rules and regulations of the Upland Holiday Faire Committee and the City of Upland. Producers reserve all rights to this event. Any reproduction, broadcast, or commercial use of any portion of the event, in whole or in part, in any form without prior written consent from Network Entertainment is strictly prohibited. Producers reserve the right to refuse anyone participation at this event and Producers do not guarantee your success at this event. I understand all paid booth space fees are non-refundable. As a participating vendor, I agree to comply with established set-up times, and understand we are required to have our booth from 8:30 a.m. to 3:00 p.m. If non-compliant, I will be ineligible to participate in any future events.*

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

**\*\*INSURANCE REQUIREMENTS:** You MUST show Proof of General Liability Insurance of at least \$1,000,000 naming as Additional Insured: City of Upland for December 8, 2018

If you do not have insurance, a temporary policy for the event may be purchased Mary Strohman at Kessler-Alair (909-931-1500) or from Sparta Insurance Services at (800) 420-0555.

Return completed form to:  
**Network Entertainment**  
160 C Street  
Upland, CA 91786

Or  
E-mail to:

egkent@verizon.net

**Visit [Coopermuseum.org](http://Coopermuseum.org) and click on Events for additional detail on the  
City of Upland Christmas Parade.**

**Visit Cooper Museum at 217 East "A" Street in Upland  
Open every Thursday, Friday & Saturday 11 a.m. to 5 p.m.**

This event is sponsored by the Chaffey Communities Cultural Center (CCCC), a joint venture of non-profit organizations in the Southern California area

