



2018 HHF Vendor Agreement

Restrictions include:

- *No prepared food sales (HHF contracted food vendors, candy and non-prepared items excluded)*
- *No open alcoholic beverage sales (factory sealed alcohol sales allowed but no alcohol may be consumed onsite; separate permit required by law)*
- *No hazardous material use, display, or sales*
- *No noise-makers or other items deemed unsafe for use around horses*
- *No contractual sales*
- *Only family friendly products displayed or sold*
- *Lost or stolen items are the responsibility of the vendor*
- *Vendor does not hold the Horse Heritage Festival or its affiliates responsible for any injury onsite*

Provided by Event Organizer:

- Illustrated map
- Schedule of events
- Trash receptacles near booth area

Provided by Vendor:

- Original valid permit posted in booth (i.e., California Seller's Permit, Mobile Food Facility Vendor Permit, or Temporary Food Facility Vendor Permit) and a copy provided with the HHF Registration Form.
- Event tables, chairs, and canopies as necessary
- Portable generator if booth power is required
- Cash/change for booth sales (ATM not available onsite)
- Optional – business cards for display at the Registration / Information booth
- Optional – donation of raffle item

Code of Conduct

Applies to Vendor and Vendor Employees/Guests;

Minimum hours of operation: 10:00am - 3:00pm; Check in and set-up by 9:30am, tear down by 4:00pm.

- Radios and other audio equipment may not be used.
- Pack In/Pack Out
 - During event, vendor responsible for disposing of booth trash and recyclables using marked containers provided
 - Upon event conclusion, vendor responsible for clearing trash and debris from booth area. No items may be left in booth area.
- Conduct and dress appropriate for a family environment
- Report emergencies to staff at Registration /Information Booth
- Report all lost or missing children to staff at Registration /Information Booth

PLEASE NOTE:

All vendors must check-in at the Registration / Information booth upon arrival the day of the event.

All vendor property is unsecured, and the sole responsibility of the vendor.

Restrooms and hand washing facilities are located at the event.