

LIVE OAK FESTIVAL 2018 VENDOR INFORMATION

!!!!IMPORTANT REMINDERS!!!!
!!SAVE MONEY, REGISTER EARLY!!

1. **LOCATION:**
The 2018 Live Oak Festival will be held on Saturday, September 15, 2018 in and around Live Oak Memorial Park, 10200 O St., Live Oak, CA 95953. P Street between Pennington Road and Park Street, as well as all of Park Street will be closed for use by the Festival.
2. There will be no admission charge this year.
3. Space is limited. Register early and take advantage of the **“EARLY BIRD SPECIAL”**. See vendor application for early bird details. If no space is available the fee will be returned.
4. Applications will be considered incomplete and not accepted if booth space rent is not received with application.
5. **IF YOU HAVE A VENDOR WAGON/CART OR VENDOR TRUCK LARGER THAN 10 X 10 YOU MUST PURCHASE ADDITIONAL SPACE TO FIT YOUR WAGON/CART OR TRUCK. MOBILE VENDORS ARE NOT ALLOWED.**
6. Booth space will be assigned upon **ARRIVAL** at the Festival.
7. If you are a food or beverage vendor you are required to obtain a Temporary Food Permit from Sutter County Community Services, 1130 Civic Center Blvd., Yuba City, CA 95993, (530) 822-7400. You must provide the Live Oak Festival with a copy of this permit once it has been approved. If you do not have a valid permit you will not be allowed to participate in the Festival.
8. Vendors are encouraged to enter the Vendor Decorating Contest. See Vendor Decorating Contest Official Rules and Entry Form. 2018 Live Oak Festival Theme – “65th ANNIVERSARY – A DAY TO REMEMBER”.
9. If you are a Non-Profit organization serving an alcohol beverage you must also obtain a Temporary Permit from the Alcoholic Beverage Control Department, 1325 J St., Suite 1520, Sacramento, CA 95814, (916) 498-5100. You must provide the Live Oak Festival with a copy of this permit once it has been approved. If you do not have a valid permit you will not be allowed to participate in the Festival.
10. A Vendor Confirmation will be mailed to you **after** we receive your completed application form, booth space rent and any additional form(s) that may be required.
11. It is **IMPORTANT** that you keep a copy of your **Vendor Application** and **Vendor Decorating Contest Official Rules and Entry** form for your records.
12. It is **IMPORTANT** that you read your Vendor Application **thoroughly**, as this is your contract with the Festival.
13. Be sure to check your Vendor Application for **new** hours of set-up on Friday, September 14, 2018. Set up on Friday can begin at 4:00 PM to 7:30 PM. Lights will be turned off at 8:00 PM on Friday.
14. To assist us with Crowd Control at the closing of the Festival, it is of the **utmost importance** that you close your booth promptly at 9:00 P.M.