

17TH ANNUAL
CULVER CITY CAR SHOW
SATURDAY, October 2nd, 2021, 10 A.M. - 6:00PM
VENDOR APPLICATION AND AGREEMENT

Name: _____ Phone: _____

Company: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Website: _____

Type of Products: _____

Questions? Call 310-649-2123. Email: info@culvercitycarshow.com

VENDOR AGREEMENT

1. Vendor hereby agrees to rent sales space for the 2021 Culver City Car Show. Select your required booth size, followed by the cost of the space:

10 X 10: \$150 10 X 20: \$200 10 X 30: \$250

Small Dessert Truck: \$150 Full Size Food Truck: \$250

2. Check below if requesting electrical service (limited space 110v only). There is a \$20 additional charge for electrical service. Electricity is not available for food trucks.

3. I require electrical service: Yes No

What item requires power: _____ How many amps? _____

4. Confirmation of your reservation and arrival/set up directions will be emailed to you at the address you listed above. All vendor confirmations will be at the discretion of the Culver City Car Show. Your check must accompany your application.

NO REFUNDS AFTER CONFIRMATION.

Mail application and make check payable to:

EXCHANGE CLUB OF CULVER CITY
P.O. Box 212
Culver City, CA 90230

5. Vendor is responsible for administration of California Sales Tax and will be required to have available for inspection by the City of Los Angeles a copy of its Sellers Permit and Business Tax License.
6. Vendor will be pre-designated one (1) location by the Show for the duration of the 2021 Culver City Car Show. All pre-designated locations are not final and are subject to change at the discretion of Show Staff. Vendor sales must take place during the specified time and in the final assigned location for the event. Vendor is required to staff the booth at all times while selling.
7. Each Vendor must supply own tent, tables and chairs. Ground surface is asphalt, so bring heavy items to use to secure tents and umbrellas. Lights, decorations, sidewalls, etc. are the sole responsibility of Vendor and must adhere to all regulations as provided by Show Staff. All sidewalls must be approved by Show Staff.
Vendor shall not conduct business in any manner which blocks access to walkways and fire lanes marked by designated cones. Do not limit handicapped access. Vendor agrees to leave area in the same condition it was in when you arrived on-site.
8. Food Vendors participating in the 2021 Culver City Car Show will be required to obtain a Los Angeles County Department of Environmental Health Permit valid on Saturday, September 18th, 2021, from 12:01 a.m. to 11:59 p.m. which can be obtained from the :

Bureau of District surveillance and enforcement

West Jurisdiction

6101 W. Centinela Ave. # 300

Culver City CA 90230

Office (310)410-3400 Direct (310)410-3409

Fax (310)348-1037

Email: vabdelmalak@ph.lacounty.gov

WWW.publichealth.lacounty.gov

This applies to distribution of any beverages or food, even free water or candy. **NO EXCEPTIONS!** Each Food Vendor must provide the Culver City Car Show with a copy of its Health Permit before setting up its booth.

9. Vendor should plan on arriving between 7:00 AM and 8:00 AM. Vendors must arrive on-site no later than 8:00 a.m. to begin setting up its booth space. Vendor must be unloaded and place all vehicles in Vendor Parking area by 8:45 a.m.. Vendor must be set up with a full booth display and ready to conduct business by no later than 10:00 a.m. Food Vendors must be ready for health inspection by 10:00 a.m. Food Vendors must comply and pass any health inspection conducted or they will be asked to leave the event location immediately and will not be allowed to continue business for the duration of the Show, if applicable. Vendor will be expected to be open for business from 10 a.m. - 6:00 p.m. Vendor must pack up and leave the Show area no later than 7 p.m.

10. It is the goal of the Culver City Car Show to avoid having multiple vendors selling the same/similar items in the same area. Therefore, Vendor must adhere to selling only the item(s) designated in this application and approved by Show Staff. Should Vendor straying from selling the agreed-upon item(s), Vendor will be asked to leave the event immediately.

11. Vendor must follow all instructions of Show Staff regarding placement and parking of Vendor vehicles. Vehicles not in compliance may be ticketed or towed. The Culver City Car Show is not responsible for validation or reimbursement of parking fees, tickets, towing, or damages to personal property or vehicles. Vendor Parking is available in designated spots on surrounding streets and lots.

12. **CANCELLATION POLICY:** The 2021 Culver City Car Show will take place rain or shine, unless Vendor is otherwise notified by Show Staff. However, the decision to remain open does not apply in situations considered to be Acts of God (hurricane, tornado, flood, etc.). In the event that Vendor is not on-site preparing its set-up at the times stated in section 8, above, without prior approval by Show Staff, Vendor may be fined \$100 and will be asked to leave the premises immediately.

13. Vendors of goods and services shall be required, during any period when they or their agents or employees are present at the event, to adhere to a standard of conduct. Acts, including verbal acts or conduct, that constitute harassment of any person by reason of such person's race, creed, religion, color, sex, sexual orientation, age, disability, veteran status, martial status or national origin will not be tolerated and any vendors, agents or employees will be removed from the event if such acts or conduct take place.

14. Vendor must comply with all city, county, state and federal laws and regulations.

15. Sales which interfere with the normal conduct of business of the City of Culver City are prohibited. Vendor is to remain at its booth while selling. If a vendor aggressively solicits (i.e., sells away from its booth, walks up to individuals, shouts from its booth, throws items at individuals passing by, etc.), Vendor will be asked to leave the event immediately. The Show Staff reserves the right to regulate the time, manner and place of all sales.

16. **INSURANCE & INDEMNIFICATION REQUIREMENTS:** Prior to the date of the Car Show, and by no later than September 29, 2021, Vendor shall provide to the Car Show satisfactory evidence of, and shall thereafter maintain during the Car Show, such insurance policies and coverages in the types, limits, forms and ratings required by the City of Los Angeles.

Manager or City Attorney, or their designee. All Vendors are required to have Worker's Compensation Insurance, and General Liability and Automobile insurance in the amount of \$1,000,000 per occurrence with a \$2,000,000 aggregate. All insurance documents must have an additional endorsement attachment (CG20) stating: "West Los Angeles College, all event sponsors, the Exchange Club of Culver City, and their officers, employees and agents are named as additional insureds with respect to liability arising out of the 2021 Culver City Car Show on Saturday, October 2, 2021, from 12:01 a.m. to 11:59 p.m." A copy of Vendor's said additional endorsement shall be provided to the Car Show by no later than September 29, 2021. Failure to do so may result in the Car Show refusing Vendor access to the Car Show on October 2, 2021. Refusal of access for this reason shall not be a ground for a refund of any payment made to the Exchange Club by Vendor for space at the event.

If you need a liability insurance policy for the 2021 Culver City Car Show, you may obtain a low cost, one daily policy for our insurance agent. For Insurance please contact:

Beach Coast Insurance & Financial Services
Christopher K. Licata Agency Owner
215 Pier Ave Suite D
Hermosa Beach CA 90254
310-318-1555 Fax 310-318-1550
Ca Lic# OB63275
BeachCoastInsurance.com
Chris@BeachCoastInsurance.com

Vendor agrees that except as to sole negligence or willful misconduct of West Los Angeles College, any event sponsor or the Exchange Club of Culver City, Vendor shall defend, indemnify, and hold the College, all event sponsors and the Exchange Club, and their officers, employees and agents, harmless from any and all loss, damage, claim for damage, liability, expense or cost, including attorneys' fees, which arise out of or which in any way are connected with the Vendor's temporary business exhibit/ booth during the Car Show, notwithstanding that the City, an event sponsor or the Exchange Club may have benefited from Vendor's temporary exhibit/booth. This indemnification provision shall apply to any acts or omissions, willful misconduct or negligent misconduct, whether active or passive, on the part of Vendor or of Vendor's employees, subcontractors or agents.

West Los Angeles College and the Culver City Car Show require Vendor to instruct its agents and employees concerning the requirements of this Vendor Agreement and to take action, including disciplinary actions, to correct any violation thereof.

NOTE: If for any reason the contact information Vendor has given is invalid and Show Staff cannot contact Vendor, Show Staff has the right to cancel Vendor's reservation or to instruct Vendor to leave the event immediately.

Signing this document means you have authority to sign on behalf of Vendor and that you and Vendor have read, understand, and will abide by the agreement and guidelines stated above.

Company Name: _____

Business Owner or
Representative: _____

Signature of Business Owner or
Representative: _____ Date: _____