

20TH ANNUAL
CULVER CITY CAR SHOW
Downtown Culver City
SATURDAY, May 11th, 2024, 9:00 AM - 3:00 PM
VENDOR APPLICATION AND AGREEMENT

Name: _____ Phone: _____

Company: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Website: _____

Type of Products: _____

Questions? Call 310-649-2123. Email: docbobm@ca.rr.com

VENDOR AGREEMENT

1. Vendor hereby agrees to rent sales space for the 2024 Culver City Car Show. Select your required booth size, followed by the cost of the space:

10 X 10: \$200 10 X 20: \$300 10 X 30: \$400

2. Check below if requesting electrical service (limited space 110v only). There is a \$25 additional charge for electrical service.

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.

We prefer that you register online. However, you have the option to print and mail this application with a check payable to:

EXCHANGE CLUB OF CULVER CITY
P.O. Box 212

Culver City, CA 90230

Please be aware that we have had problems with lost checks and applications in the past and recommend registering online.

5. We will obtain a one day business license for you from the City of Culver City for this event.

However, Vendors are responsible for administration of California Sales Tax.

6. Vendor will be pre-designated one (1) location by the Show for the duration of the 2024 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. Vendors dispensing any drink or food items even free water or candy will be required to obtain a Los Angeles County Department of Environmental Health Permit valid on Saturday, May 11th, 2024, 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

Fax (310)348-1037

WWW.publichealth.lacounty.gov

To repeat, 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 5:00 AM and 6:00 AM. Vendors must arrive on-site no later than 6:00 a.m. to begin setting up its booth space. Vendor must be unloaded and place all vehicles in Vendor Parking area by 6:30 a.m.. Vendor must be set up with a full booth display and ready to conduct business by no later than 9:00 a.m. Food Vendors must be ready for health inspection by 9:00 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.

Vendors will be expected to be open for business from 9:00 a.m. – 3:00 p.m. Vendor must pack up and leave the Show area no later than 5:00 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 stray

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 2024 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.

Vendor must comply with all city, county, state and federal laws and regulations. All Vendors are required to have Worker's Compensation Insurance for all employees.

10. 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.

11. **INSURANCE & INDEMNIFICATION REQUIREMENTS:** We recommend that all Vendors, especially food vendors, have their own Liability Insurance for the Car Show. If you have Liability Insurance, please get a Certificate of Insurance naming "City of Culver City and the Exchange Club of Culver City" as additional insureds with respect to liability arising out of the 2024 Culver City Car Show on Saturday, May 11, 2024, 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 May 5, 2024.

12.

If you need a liability insurance policy for the 2024 Culver City Car Show, you may obtain a low cost, one daily policy from 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, by the City of Culver City, any event sponsor or the Exchange Club of Culver City. Vendor shall defend, indemnify, and hold the City, 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.

City of Culver City 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: _____