



## RIVIERA VILLAGE SUMMER FESTIVAL GENERAL EXHIBITOR INFORMATION

**TO APPLY:** Complete & submit the appropriate Application Form found on: [www.rvsummerfestival.com](http://www.rvsummerfestival.com)

**ELIGIBILITY:** Open to family friendly commercial businesses, artisans, crafters, & food vendors upon approval. Allow 2 weeks for processing & conformation by Email. Do NOT send applications via certified or registered mail.

**LOCATION:** This FREE Community Event takes place in the heart of Riviera Village, Redondo Beach. Booth spaces are along Catalina Avenue, Avenue I, Avenida Del Norte & Vista Del Mar (see map).

**PARKING:** Free Shuttle service from South High School runs all day 9:30am -7:30pm.

**BOOTH SPACE:** Standard Space is 10 x 10, larger spaces available at additional cost. Exhibitors responsible for their own tents, set up, signage, displays, and materials. Vendors must occupy their booth during BOTH days.

**CORNER / END SPACE:** Reserved for our premium vendors and corporate sponsors. If available, these high demand spaces may be requested at additional prepaid rate of \$150.

**ELECTRICITY:** Spaces requiring electricity are limited in location and must be noted at time of application. An additional \$70 per 110v, prepaid electricity rate applies. Note: Redondo Beach Fire Department requires extension cords be commercial grade and taped down properly for safety.

**ASSIGNMENTS:** Provided on first serve basis. Space numbers clearly marked on the street. Bell Event Services reserves the right to limit number of applicants for any one type of category and reserves the right to change or substitute spaces. All entries must be approved - submission is not a guarantee to participate. Full details and set up instructions will be provided to all exhibitors upon approval.

**RVA MERCHANTS:** Participating Riviera Village Association merchants are permitted to sell items customarily sold in that business throughout the year. This merchandise is not subject to judging requirements.

**FOOD TRUCK /VENDORS:** Must complete all items in the Food Truck/Vendor Application. Returning food truck/vendors will have first right of refusal, no space held after **deadline**. Must include LA County Health Department Application/Yearly Permit. Corinne Ybarra 310-251-4358 [sunraecorinne@yahoo.com](mailto:sunraecorinne@yahoo.com)

**ARTISAN & CRAFT:** All NEW vendors must include 6 photos of their work for review. One of the photos must show the display you will use at the show. Send an 8 ½" X 11"size, self-addressed, stamped envelope with \$1.14 return postage for mailing of the review committee results to you. A committee will determine eligibility based on quality, diversity, presentation and originality (as shown in your photographs) in comparison with other applicants within your category. Entries are judged as they are received.

**CANCELLATION:** No refunds processed without written request to Bell Event Services: 531 Main St, #228 El Segundo, CA 90245. Fax 310-570-2889. No telephone or verbal requests for refunds accepted. This is an outdoor event. No refunds in case of inclement weather, acts of nature, acts of war, terrorism, or restrictions by governmental agencies or other conditions beyond the control of Promoter.

**NOTE:** All Standby vendors (day of event) must submit application with all requirements in person, plus a \$50 late fee by cash or credit card. Space permitted at discretion of Bell Event Services.



## **EXHIBITOR INSTRUCTIONS: PLEASE READ CAREFULLY!**

All Exhibitors are required to have a temporary or permanent resale license, which may be obtained from California State Board of Equalization, 591 Green Valley Circle, Suite 200, Culver City, CA 90230,

(800) 400-7115, or from the office in your area. The State Board of Equalization audits resale licenses on site. Exhibitors are responsible for their own liability, theft, and workers compensation insurance. A valid California State Board of Equalization Seller's Permit number must be obtained prior to the first day of the show. Exhibitors must collect and report 9.50% sales tax.

Exhibits must be fully set up by 9:30am each day and all vehicles removed from venue by that time or subject to towing at exhibitor expense. All Exhibitors are required to park offsite: South High School, 4801 Pacific Coast Highway, Torrance, 90505. Complimentary Shuttle Service provided 9:30am – 7:30pm both days.

Exhibitors do not need to break down between show dates. Security is provided for the exteriors of booths, 8:00 pm on Saturday through the next day set up. Vendors must remove all valuables and secure their displays by closing time Saturday. Bell Event Services assumes no liability for lost, stolen or damaged property.

Exhibitors may bring carpet or Astroturf to enhance their space aesthetics. Merchandise should be displayed as colorfully and tastefully as possible. All Merchandise, display equipment, boxes, containers, must be removed by 10 am or subject to confiscation. The Promoter assumes no responsibility for confiscated items.

It is mandatory that you keep merchandise items within your designated booth space. Merchandise may not project into walkways or onto sidewalks. Blocking is subjected to citation for safety violation.

In order to maintain safe and orderly movement of crowds, all sales, leafleting, sampling, conducting demonstrations, distributing written materials and any other commercial, promotional and charitable solicitation activities must be conducted at participant's pre-assigned booth space only. If Promoter determines participants to be engaging in these activities at locations other than the pre assigned space is grounds for removal.

No stolen merchandise, pets, designer knock-offs, amplified music, microphones, firearms, ammunition, alcoholic beverages or drugs are allowed on the booth sites. No dogs or pets of any kind are allowed in food area or in any booths, other than Seeing Eye dogs or Adoption booths. No drug or alcohol may be sold or brought onto the Riviera Village premises without consent. Noncompliance will result in immediate removal from the show without refund.

Rights of Refusal: Bell Event Services reserves the right to remove any exhibitor any time before or during the show in cases of: improper conduct, improper content for family viewing, encumbering or tampering another display, hindering other vendors from properly exhibiting, or any other grievances. Exhibitors and/or merchants are strictly prohibited from allowing any other vendors to sell goods from their assigned spaces. Exhibitors are not permitted to sell works other than what was juried, approved and accepted into the show based upon application. For event information, visit [www.rvsummerfestival.com](http://www.rvsummerfestival.com) Hot Line / Fax: 310-889-5303.

**Corporate Sponsorship: Paul Amarillas 310-536-7630 [paulamarillas@yahoo.com](mailto:paulamarillas@yahoo.com)**

**Entertainment / Beer Garden: Paul Amarillas 310-536-7630 [paulamarillas@yahoo.com](mailto:paulamarillas@yahoo.com)**

**Artisan / Craft & Commercial Expo Vendors: Jamie Jansen 310-889-5303 [jamie922@aol.com](mailto:jamie922@aol.com)**

**Food Truck or Food Booth Vendors: Corinne Ybarra 310-251-4358 [sunraecorinne@yahoo.com](mailto:sunraecorinne@yahoo.com)**