



September 26, 2023

Dear Vendor,

Thank you for your participation in the Bishop Mule Days Celebration! Attached, you will find the vendor application, MD Insurance Form, CA 410 Form and instructions. Please fill out and return ASAP. If you are unable to join us, please kindly let us know so we can fill your space in a timely manner.

Make certain that you list every item you intend to sell, including brand names to ensure all items are authorized. The event staff makes every effort to maintain a balance in merchandise between allowing fair competition among vendors and having choices for the buying public.

We believe that the reason our quality of vendors remains at such a high level is due to the cooperation we receive from each of you. We are looking forward to another great Mule Days Celebration. We hope to see all of you then.

Pursuant to fairgrounds rules, no early set up will be allowed. **Also no dogs are allowed in the concessionaire areas.** Any vendors found inside the grounds prior to 9 AM Monday will be asked to leave the grounds and will be disqualified from vending.

Please be sure to sign all forms and return with your **check or credit card number by the deadline of December 15, 2023.**

PLEASE NOTE THE NEW HOURS FOR SET UP AND CLOSING OF BUILDINGS ON THE 2ND PAGE OF THE APPLICATION! THEY HAVE CHANGED.

Sincerely,
Gary Hampton
Mule Days Concessionaire Chairman

- * **Vendor's providing their own insurance will need to provide an Accord Certificate of Liability including a Waiver of Subrogation for Bishop Mule Days.**
- * **If you have any questions call the office at 760-872-4263 or email info@muledays.org**

**Mule Days Celebration
Concessionaire Application
May 21-26 2024**

Name Of Business: _____ ***Required
CA State Sellers Permit #:** _____

Name Of Exhibitor: _____

Address _____

City/State/Zip Code _____ *** Drivers License # & State** _____

Phone Number: _____ Email: _____

Items to be sold: (All items intended to be sold are to be listed specifically, including brand names. If not listed, cannot be sold. Please attach additional pages, if needed.)

Written material on clothing or other goods must be approved by the Mule Days Board prior to any sales. The Concession Committee tries to limit or eliminate duplicate or inappropriate products being sold at the event. It is at the discretion of the Concession Chairman as to violators of this section. The vendor will be advised of violations and shall comply immediately or be asked to leave the premises. **Absolutely no items with "Mule Days" printed anywhere on any article.** Mule Days will send a written confirmation of booth space and location by February 1. If you have any questions, please Call Mule Days at (760)-872-4263 **Application deadline is December 15, 2023:** Send application to:

Mule Days 1141 N. Main St. Bishop, CA 93514
Set up begins Tuesday, May 20. You must be set up and operational by noon Thursday, May 23rd. You may dismantle your exhibit after 8:00 PM on Sunday. **(Outside Vendors Only)**

All concessionaires must provide a certificate of insurance. **Mule Days Celebration, Los Angeles Department of Water & Power and the 18th District Agricultural Association MUST be named as additionally insured on your liability policy.** A minimum of \$1,000,000 coverage is required. The policy must be valid through May 31st of the current year and must have a 30 day cancellation clause. **If you provide your own insurance, you will need to provide a current Waiver of Subrogation.** If you are unable to obtain your own insurance, you may purchase liability insurance through us with K & K Insurance Agency for a fee of \$100. This coverage will be valid during the event. You must fill out the MD insurance application completely and return it to us by March 15. All fees must be included. If you do not pay your fees by the deadline, you will not have coverage. There are no exceptions. All vendors are required to have a California State Sellers Permit number or sub-permit number by April 1, (except those that are exempt) or the booth will not be allowed to sell at Mule Days and fees will be forfeited. **Mule Days must be provided a copy of your sellers permit/sub-permit showing the address of the temporary selling location. 1141 N. Main St., Bishop, CA 93514**

Mule Days Concession Chairman reserves the right to reject any exhibit or prohibit the sales of any item which is deemed objectionable. Items which are in direct competition with the Official Mule Days Souvenirs will not be allowed to be sold. Any damage to the area in use will be paid for by the exhibitor. If the damage is found after the exhibitor's departure the exhibitor will be billed and the bill must be paid within 30 days.

Camp spaces are available on a first served basis. If you would like a space in Lot B you need to reserve early. **Booth fees must accompany this application.** Make checks payable to: Mule Days Celebration. **Spaces will be reassigned if fees are not paid by the deadline of December 15, 2023. There will be no exceptions.**

I have read and agree to all the conditions described above. Non-compliance with any of the above will constitute grounds for removal of my exhibit before or during the event.

Exhibitor Signature: _____ Date: _____

Credit Card Number: _____

Expiration Date: _____ CVV: _____

Booth Fee: \$650.00
MD Insurance: \$ 100.00
RV Space \$ 260.00 Dry Camp Lot B
\$210.00 Dry Camp Lot A & E & F
\$530.00 Lot B w/ electric & water

Total Enclosed: \$ _____

Date	Space#	Amt. Pd	Ck #	By:

Mule Days Celebration
1141 N. Main St.
Bishop, CA 93514
Concessionaire General Information

Vendors please return all forms with your check or credit card number to Bishop Mule Days, 1141 N Main St. Bishop, CA 93514.
Check and application must be received by December 15, 2023 ALL BOOTH SALES ARE FINAL

Space Size

Inside spaces are approximately 10' x 20'. Outside spaces are approximately 20' x 20'. There are no tables, backdrops, walls or chairs provided. All space sizes are approximate. There is no size guarantee.

Security

Mule Days Celebration and the Tri-County Fairgrounds will not provide security. Security is the responsibility of the exhibitor.

Dogs

This event is held on a State of California fairgrounds. As per state regulations, **NO DOGS** will be allowed anywhere in the concession area.

For info on California State Sellers Permits, call Bakersfield office (661) 395-2880 option 2 or (800) 400-7115 option 1.

BISHOP MULE DAYS WILL COMPLY WITH ANY HEALTH AND SAVETY REGULATINS PUT FORTH BY THE CENTERS FOR DISEASE CONTROL AND PREVENTION.

Hours For Set-Up And Closing of Buildings

- **Monday, May 20.....9:00 AM to 5:30 PM (set-up) Outdoor Vendors Only**
- **Tuesday, May 21.....9:00 AM to 5:30 PM (set-up) All vendors**
- **Wednesday, May 22.....9:00 AM to 5:30 PM (set-up) All vendors**
- **Thursday, May 23.....9:00 AM to 7:00 PM must be set up and operational by 12 noon**
- **Friday, May 24.....9:00 AM to 7:00 PM**
- **Saturday, May 25.....11:00 AM to 7:00 PM**
- **Sunday, May 26.....9:00 AM to 7:00 PM**
- **Monday, May 27.....7:00 AM to 12:00 noon (dismantle)**

Set up for outdoor vendors may begin on Monday, May 20 at 9:00 AM. Set up for vendors inside the buildings is Tuesday, May 21 from 9 A.M. – 5:30 P.M.

All exhibits **must** be completely set up and operational by Thursday, May 23rd at noon. Any exhibitor who fails to comply shall forfeit all fees paid and will lose the assigned space. All exhibits are required to remain open through 8:00 PM on Sunday. Exhibits may not be dismantled or removed until after 8:00 PM Sunday. Exhibitors may open as soon as they are set up.

Official dates for Mule Days 2024 - Tuesday, May 21- Sunday, May 26

2024 Waiver (MUST BE SIGNED)

As a participant in Bishop Mule Days, 2024, I hereby waive any and all rights and claims for damages I may have against Mule Days and their authorized representatives or assigns, and hold each and every one of them harmless for any and all injuries offered in connection with said event.

Mule Days is not responsible for Acts of God such as cancellation or damage to the event or my/our equipment, materials, display or my/our loss of income caused by fire, rain, windstorms, earthquake or any other inclement weather. Mule Days is also not responsible for any thefts or other illegal acts which vendor may suffer while at the event. Because Mule Days expends substantial sums of money in preparation for the event, refunds of booth space will not be made in the event that Mule Days is canceled in whole or part by such Acts of God.

I hereby give free use of my name and picture in any broadcast, telecast, print media account of this event.

I acknowledge I have read the above and do fully understand the restrictions and do hereby agree to abide by those rules that have been established by Mule Days for this event.

All conditions have been reviewed and accepted by vendor.

Signature: _____ Date: _____

Mule Days Celebration
Concession Insurance Application
Due March 15, 2024

Name of Company/Organization _____

Name of Exhibitor _____

Address: _____

City/State/Zip Code _____

Phone Number _____

Type of Products or Food to be sold:

Years of Experience: _____ Gross Receipts for this event: _____

Have you ever been canceled or refused insurance coverage? _____

If yes, please explain: _____

Losses in the last 5 years? _____

I hereby warrant and confirm that the above information, to the best of my knowledge is true and correct. I further certify that I have read all of the questions and answered everything on this application.

I understand this application is a requirement for coverage, a part of the contract, and evidence of this insurance, and any falsification or misrepresentation will be deemed a breach of contract, voiding all Insurance coverage.

It is understood and agreed that the completion of this application shall not be binding to either proposed insured or the company until accepted by the company or companies in writing.

Fee for this coverage is \$100, additional booth fee is \$40, make the check payable to: Mule Days Celebration.

Signature: _____ **Date:** _____

Mail To: Mule Days Celebration
1141 N. Main St.
Bishop, CA 93514

**SWAP MEETS, FLEA MARKETS, OR SPECIAL
EVENTS CERTIFICATION TO OPERATOR**

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

You are required to verify your seller's status by law. Please complete all four sections of this form and submit your completed form to the operator of each event where you are a seller. Partners and additional sellers at your business location should complete a separate copy of this form.

1. EVENT INFORMATION

EVENT NAME AND PLACE BISHOP MULE DAYS CELEBRATION AT TRI-COUNTY FAIRGROUNDS	
EVENT DATE(S) MAY 23-28, 2023	TABLE/BOOTH/LOCATION ID NUMBER

2. VENDOR/EXHIBITOR INFORMATION

OWNER'S NAME	
MAILING ADDRESS (street number or PO box, city, state ZIP code) 1141 NORTH MAIN STREET BISHOP, CA 93514	
TELEPHONE NUMBER	DRIVER LICENSE NUMBER/STATE ID NUMBER AND STATE
TYPE OF BUSINESS AND DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED	

3. STATUS (check the appropriate boxes and provide the requested information)

- I hold a valid seller's permit. My permit number is: _____
- I am not making or soliciting sales of tangible personal property at this event.
- I am not required to hold a seller's permit because:
 - My retail product sales are not subject to tax
 - My sales are exempt occasional sales (see explanation below)
 - I sell on behalf of a section 6015 retailer _____ (name)

4. CERTIFICATION

The above statements are certified to be correct to the best of my knowledge and belief.

NAME (type or print)	TITLE
SIGNATURE	DATE

People who sell tangible personal property (merchandise) in California are generally required to hold a seller's permit. You **may not** sell at this event without a seller's permit, unless you are not required to hold one. You are required to have a permit if you are selling, even temporarily, new or used merchandise, including items you purchased for the purpose of reselling to others. You are not required to hold a seller's permit if you are only making "occasional" sales (see below), selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer (see below).

You may register for a seller's permit by visiting our website at www.cdtfa.ca.gov. If you obtain a temporary seller's permit, the business address on that permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

Occasional and Nontaxable Sales—Due to the number, scope, and character of their selling activities, some sellers are not required to hold a seller's permit. For example, a person who is disposing of unwanted household items, and does this no more than twice in any twelve month period, is generally considered to be an occasional seller. Also, some sellers who make only nontaxable sales are not required to hold a seller's permit. Examples include sellers of fresh produce or other cold food products sold exclusively "to go." Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged, including some swap meets or flea markets.

Section 6015 Retailers—Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller's permit when: (1) the product supplier is a CDTFA approved section 6015 retailer, (2) the product supplier reports and pays tax on the actual "retail selling price," (3) the individual is selling only those items purchased from the section 6015 retailer, and (4) the individual provides the name of the product supplier. Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (for example, Avon, Tupperware, etc.).