CK/AP#: _____
Date: _____
Amount: _____
Space #: _____
(office use only)

Hot San Jose Nights 2017

Reid-Hillview Airport
2500 Cunningham Ave., San Jose, CA 95148
July 8, 2017

2017 FOOD BOOTH / FOOD TRUCK APPLICATION

Business Name _____ Is this a Food Truck? Yes ___ No ___ Food Truck Permit # _____

Contact Name _____ Phone _____ Email _____

Address _____ City/State _____ Zip _____

Proposed Menu Items and Prices:

_____
_____
_____

- **Food Booth/Truck set up time: 7:30am – 9:30am**
- **Food Booth/Truck tear down time: 4pm – 6pm**
- **All fees payable to Hot San Jose Nights by June 23, 2017**
- **Any generator used must be diesel**
- **Must provide proof of $ 1,000,000.00 insurance naming Reid-Hillview Airport and Hot San Jose Nights**
- **Fill out the attached Swap Meets, Flea Markets, or Special Events Certification form (BO-410-D)**

I will be using BBQ of: Propane/Butane ___ Charcoal____ **(Note: BBQ's that ONLY use Propane preferred and NO tarps)**

Food Booth/Truck fee (Includes outdoor asphalt ground space only)

☐	Food Vendor Sales Booth/Truck Space (approx. 10x20)	$300 per booth			$ 300.00
☐	Health Environmental Food Sales booth permit/license per booth	RC1: $99	RC2: $145	RC3: $186	$ _____
☐	Cleaning Deposit (refundable after end of HSJN) can hold credit card number on file	$200			$ 200.00
☐	**Late Submittal Fee (if *received* after June 23, 2017) add 25% of permit fee**				$ _____

Total fees payable to: HSJN $_____

Payment by cash, check, or by credit card (Visa and MasterCard accepted). There is a $25 fee for all returned checks. Hot San Jose Nights, 735 Harrison St., Santa Clara, CA 95050. ***All credit card charges will go to Hennessy's Auto Repair.***

By signing my name below, I am agreeing to the following conditions: I understand my Food Truck/ booth/display/ must be set up by 10am and cannot be removed until Tear Down time of the event. All booth/truck space sales are final with no refunds. Booth/truck area must be left clean and free of trash or debris. The name "HOT SAN JOSE NIGHTS" and its logos and pictures, posters and other official HSJN merchandise are protected by trademark, and may not be used without the expressed written permission of Mike Hennessy. The vendor agrees to indemnify and save harmless Hot San Jose Nights, Hennessy to Hennessy Inc., the organization's and event's officers, agents and employees and the Reid-Hillview Airport from any and all claims, causes of action, suits, damages, injury and loss to person or goods arising out of or in any way connected to the renting of space at this event. Vendor agrees to indemnify and hold harmless Hot San Jose Nights, Hennessy to Hennessy Inc., and Reid-Hillview Airport from any claims arising from the acts of negligence of event participants, event attendees, vendors, their agents or employees. I understand that if accepted, photographs, slides or video of me, my booth, personnel and food items may be used by Hot San Jose Nights for promotional purposes. I am aware of and agree to follow all City, County, State, and Federal regulations in selling my products/items/service. This is a 1 day rain or shine event. I have read and understand and have asked all questions regarding the Vendor Rules and Regulations Sheet. I have read the terms and conditions and agree to all items therein. I understand that Hot San Jose Nights has the right to refuse any application for any reason and receipt of application does not ensure acceptance of this application and that this Agreement is not binding upon Hot San Jose Nights until confirmed in writing. I understand Hot San Jose Nights makes no promises or guarantees regarding anticipated sales. There is a $25 returned check fee.

_____
Signature Print Name Date

Card Payment_____Credit Card $200.00 Deposit (hold only)_____Credit Card number_____

All credit card charges will go to Hennessy's Automotive Repair

Exp. Date:_____Credit Card Billing Zip Code_____3 Digit Security Code: _____ Amount to be charged $_____

Name on Card _____Signature _____

(rev. 6.1.2017)

FOOD VENDOR/FOOD TRUCK APPLICATION INFORMATION

Hot San Jose Nights 2017 invites you to participate in food vending opportunities during our 1 day event at the Reid-Hillview Airport.

Location: Reid-Hillview Airport, 2500 Cunningham Avenue, San Jose, CA 95148
Dates/Times: Saturday, July 8, 2017 10am - 4pm
Event Coordinator: Mike Hennessy 408-615-1454

Please read the following vendor policies.

We are accepting applications on an individual basis based on what type of food you would like to bring. We recommend submitting your completed application and all necessary forms with the proper fees as soon as possible. All food vendors must be approved by the Santa Clara County Department of Environmental Health two weeks prior to the event. All fees and forms must be collected by Mike Hennessy (event coordinator for Hot San Jose Nights) who will personally deliver them to the Health Department two weeks prior to the event. Please make copies of all forms for your own records.

Policies and Procedures:

- All Food Vendors & Trucks will pay for space rental and follow Santa Clara County EH rules outlined at ***www.ehinfo.org***.
- If using Charcoal or wood for BBQ you must provide your own metal container with lid to contain all remaining burning charcoal, wood, ashes after cooking has ceased.
- Vendors agree to operate from an HSJN assigned location within Reid-Hillview Airport grounds.
- Vendors must be ready for Fire and Health Dept. inspections at random times at any times during the event while open for business.
- Food booth/truck must be presentable and kept free of trash and debris at all times during the show.
- Vendors must have a San Jose Fire Dept. approved fire extinguisher near cooking areas (please check date stamps on bottom of extinguisher to ensure not expired).
- Vendors must note on HSJN application if barbecuing or cooking on-site.
- Vendors must also provide plywood under the barbecue area covering a minimum of 5 feet, and secure the area from the public (no tarps allowed unless fire retardant material).
- Use of propane is preferred. If using charcoal, vendor is completely responsible for removal and disposal of charcoal away from the Reid-Hillview Airport. Vendors must provide their own fireproof disposal units. Please be sure to use the proper disposal containers.
- Vendors are allowed to sell only non-alcoholic beverages and soft drinks and water products. Vendors must serve beverages in paper or plastic cups, cans or plastic bottles. No glass bottles are allowed at the Airport per Santa Clara County rules.
- Vendors must provide their own warm water hand washing equipment, ice and potable water.
- Vendors are responsible for cleaning up their own area and returning it to original condition in which it was received and agree to pay for any additional cleaning charges if applicable.
- Payment may be made by check, cash or credit card (Visa and MasterCard accepted). There is a $25 fee for all returned checks. Any applications that are incomplete will be set aside on hold until all payment of fees is complete. **Acceptance of food vendor cannot be considered until all fees are paid.**
- **Vendors must include a separate deposit check for $200, or valid credit card number to be kept on file** which will be held as a refundable cleaning deposit until Monday, July 31, 2017.
- **All fees, cleaning deposit checks, health permits and insurance verification must be submitted to HSJN by the deadline of Friday, June 23, 2017. Placement not guaranteed until payment and all completed forms have been received.**

Waste:

- Vendors are responsible for transporting garbage and gray water to designated containers. The Airport will provide dumpsters for garbage and gray water tanks for gray water disposal. Vendors must provide their own grease disposal units and take off site.

Permits:

- All food vendors are required to have a temporary food event license from the health department to be an outside food booth vendor.
- All Food Trucks must be permitted through Santa Clara County DEH.
- Every food vendor must fill out an APPLICATION TO OPERATE A TEMPORARY FOOD FACILITY in order to obtain a Temporary Event Food Permit/License from the Santa Clara County Department of Environmental Health.
- Please submit this application, along with the HSJN Food Vendor form to Hot San Jose Nights with all applicable fees.

- Vendors shall understand and comply with all the requirements enforced by the Santa Clara County Department of Environmental Health. For further information go to www.ehinfo.org.
- All vendors shall complete the SWAP MEETS, FLEA MARKETS, OR SPECIAL EVENTS CERTIFICATION form from the State Board of Equalization.

Equipment provided vs. Vendor provides:

- HSJN will provide only asphalt ground space for each 10' x 20' area of space ordered. Vendors are responsible for providing and setting up their own equipment, booth, tables, etc. needed.
- Only diesel generators are allowed. *No Electrical Service Available.*
- Vendors are responsible for providing and installing menu signage and/or banners for their booth with secure tie downs for this potentially very windy area.

Insurance

- **Vendor must provide a certificate of insurance for general liability in the amount of $1,000,000 to HSJN along with application.**
- The vendor is also required to include insured endorsement naming **Reid-Hillview Airport, its employees**, as well as **Hot San Jose Nights, Hennessy to Hennessy Inc., its officers, directors and employees, volunteers, and agents** as additional insured. Certificate must also specify the **date of July 8, 2017** and the event name **"Hot San Jose Nights"** and location **"Reid-Hillview Airport".**

For Vendor Space reservations, please submit the completed necessary forms and payments to:

Hot San Jose Nights
735 Harrison St.
Santa Clara, CA 95050
PH: 408-615-1454 FAX: 408-246-3015
hsjnmike@sbcglobal.net

Drop off in person available between Monday – Friday: 8am – 5pm.

Checklist for All Food Vendors and Food Trucks:

_____**Completed *HSJN Food Booth/Food Truck Application***

_____***$300 Space Rental fee payable to: Hot San Jose Nights (credit card payments are credited to Hennessy's Auto Repair)***

_____**Completed *Department of Environmental Health Application. (n/a for any currently permitted Santa Clara County Food Truck. Copy of existing permit will suffice.)***

_____**Completed Swap *Meets, Flea Markets, Or Special Events Certification* form**

_____**$200 Refundable Cleaning Deposit payable to: Hot San Jose Nights**

_____ **Food Vendor Booth /Food Truck space fees payable to: Hot San Jose Nights must be received by deadline of Friday, June 23, 2017.**

_____**DEH fee payable to: Hot San Jose Nights**
DEH Application sent to and fee paid to: Hot San Jose Nights, 735 Harrison St., Santa Clara, CA 95050. *(n/a for any currently permitted Santa Clara County Food Truck.)*

_____**Copy of Insurance for this event as outlined above**

(rev.6.1.2017)

BOE-410-D (FRONT) REV. 5 (12-02)

SWAP MEETS, FLEA MARKETS, OR SPECIAL EVENTS CERTIFICATION

STATE OF CALIFORNIA
BOARD OF EQUALIZATION

People who sell merchandise in California are generally required to hold a seller's permit.

You **may not** sell at this event unless you have a seller's permit or are not required to hold a permit. You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others. You are not required to hold a permit if you are only making "occasional" sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.

Seller's permits can be obtained at any local Board of Equalization office at no cost to you. To find a Board office near you, call our Information Center at 800-400-7115 or check our website at *www.boe.ca.gov*. Permit applications can also be found online at *www.boe.ca.gov/sutax/sutprograms.htm*. If you obtain a temporary seller's permit, the business address on your temporary 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 - Occasional sellers are usually people who are not required to hold a seller's permit because they will not be making a series of qualifying sales. A person who has cleared their garage of used items *accumulated for their own use* and who sells *only* those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period. Some sellers who make only nontaxable sales are also not required to hold seller's permits. Examples include sellers of fresh produce or other cold food products sold "to go." Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

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 Board 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 (e.g., Avon, Tupperware).

Verification of a seller's status is required by law. Please complete all four sections of this form. Please print.

1. EVENT INFORMATION

EVENT NAME AND PLACE

EVENT DATE(S) | TABLE/BOOTH/LOCATION ID#

2. VENDOR/EXHIBITOR INFORMATION

OWNER'S NAME

MAILING ADDRESS *(street number or P.O. box)*

(city, state and zip code) | TELEPHONE NUMBER ( )

DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED

3. STATUS — *Check appropriate boxes, and provide requested information*

☐ I hold a valid seller's permit. My number is: **S** _____

☐ No sales of tangible personal property are being made or solicited 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
- ☐ I sell on behalf of a section 6015 retailer _____

4. CERTIFICATION — *Partners/additional sellers, complete a separate copy of this form*

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

NAME *(typed or printed)* | TITLE

SIGNATURE | DATE

See reverse for disclosure information.

Sales and Use Tax Privacy Notice

Information Provided to the Board of Equalization

We ask you for information so that we can administer the state's sales and use tax laws (Revenue and Taxation Code sections 6001-7176, 7200-7226, 7251-7279.6, 7285-7288.6). We will use the information to determine whether you are paying the correct amount of tax and to collect any amounts you owe. You must provide all of the information we request, including your social security number (used for identification purposes [see Title 42 U.S. Code sec.405(c)(2)(C)(i)]).

What happens if I don't provide the information?

If your application is incomplete, we may not issue your seller's permit or use tax certificate. If you do not file complete returns, you may have to pay penalties and interest. Penalties may also apply if you don't provide other information we request or that is required by law, or if you give us fraudulent information. In some cases, you may be subject to criminal prosecution.

In addition, if you don't provide information we request to support your exemptions, credits, exclusions, or adjustments, we may not allow them. You may end up owing more tax or receiving a smaller refund.

Can anyone else see my information?

Your records are covered by state laws that protect your privacy. However, we may share information regarding your account with certain government agencies. We may also share certain information with companies authorized to represent local governments.

Under some circumstances we may release to the public the information printed on your permit, account start and closeout dates, and names of business owners or partners. When you sell a business, we can give the buyer or other involved parties information regarding your outstanding tax liability.

With your written permission, we can release information regarding your account to anyone you designate.

We may disclose information to the proper officials of the following agencies, among others:

- United States government agencies: U.S. Attorney's Office; Bureau of Alcohol, Tobacco and Firearms; Depts. of Agriculture, Defense, and Justice; Federal Bureau of Investigation; General Accounting Office; Internal Revenue Service; Interstate Commerce Commission
- State of California government agencies and officials: Air Resources Board; Dept. of Alcoholic Beverage Control; Auctioneer Commission; Dept. of Motor Vehicles, Employment Development Department; Energy Commission; Exposition and Fairs; Dept. of Food and Agriculture; Board of Forestry; Forest Products Commission; Franchise Tax Board; Dept. of Health Services; Highway Patrol; Dept. of Housing and Community Development; California Parent Locator Service
- State agencies outside of California for tax enforcement purposes
- City attorneys and city prosecutors; county district attorneys, police and sheriff departments.

Can I review my records?

Yes. Please contact your closest Board office (see the white pages of your phone book). If you need more information, you may contact our Disclosure Officer in Sacramento by calling 916- 445-2918. You may also want to obtain publication 58-A, *Inspecting and Correcting Your Records*. You may order a copy from our Information Center: 800-400-7115 or download it from the Internet: *www.boe.ca.gov* (look under "Forms and Publications").

Who is responsible for maintaining my records?

The deputy director of the Sales and Use Tax Department, whom you may contact by calling 916-445-6464 or writing at the address shown.

Deputy Director, Sales and Use Tax Department MIC:43
450 N Street
Sacramento, CA 95814