



# MURRIETA ROD RUN

## Vendor Packet

October 12 & 13, 2018

[www.murrietarodrun.com](http://www.murrietarodrun.com)

[RodRun@oakgrovecenter.org](mailto:RodRun@oakgrovecenter.org)

Proudly Benefitting



**Oak Grove Center**

*Empowering Success, Transforming Lives*

24275 Jefferson Avenue

Murrieta, CA 92562

(951) 677-5599

## Vendor Information for Historic Downtown Murrieta

October 12 & 13, 2018 Friday- 2pm to 7pm & Saturday- 8am to 4pm

[www.murrietarodrun.org](http://www.murrietarodrun.org)

RodRun@oakgrovecenter.org

**10x10 Standard Booth Space \$350**

**10x10 Food Vendors \$375 (includes health permit)**

**10x 20 Standard Booth Space \$450**

**10x20 Food Vendors \$475 (includes health permit)**

**Additional 100sf Space \$100**

**\$10/day temporary business license** \*n/a if hold current Murrieta buisness license

### Booth Information:

- Booths are for space only. You must bring your own set-up materials
- All vendors must be set up by 3:30pm Friday & 7:00am Saturday Morning
- There will not be any set-up after 7:00am Saturday
- All EZ-Ups must be Fire Department approved, and weighted down at all times.
  - No Exceptions! If it is not weighted down, you will be asked to take it down
- You cannot exceed your contracted space. If so, you will be asked to modify the booth
- No electrical outlets are provided
- All commercial food trailers must be equipped with an automatic fire extinguishing system and have a CA State Fire Marshal tag showing proof of service within the last six months
- There shall be no open flame or cooking under tents or canopies
- Any food vendor cooking with a deep fat fryer shall provide a 40BC fire extinguisher. All other food vendor cooking booths shall provide a 2A: 10BC fire extinguisher. The extinguisher shall have a California Fire tag showing proof of service within the last year or manufactured in the current calendar year
- Instrucitons for Check-In and Set-Up will be mailed back after you have been approved
- We will limit the number of vendors to one to two of the same types of goods
- Evaluation on space will be 'first come, first served' – So get your entry in early!
- The rules must be followed or you will be asked to leave the show
- **No Refunds** – The right of admission is reserved

### Insurance Informaiton:

- You must have your own insurance policy
- **Minimum policy limits : \$1 Million liability coverage**
- The original endoresement **is required** to specifically list the following additional insured:
  - **City of Murrieta, Oak Grove Center, Drifters Car Club**
- You must satisfy these requirements by furnishing Oak Grove Center with Certificates of Insurance and original endorsement affecting the required coverage. The certificates and endorsements are to be on ISO-approved forms. We will not accept a Certificate of Insurance without the additional insured as proof of insurance coverage
- You have to option to purchase special event insurance for this single event with the same limits and additional insured rules apply
- Certificates must be received no later than 60 days prior to the event

## Murrieta Rod Run 2018

### Vendor Registration

**Business name:** \_\_\_\_\_

**Contact name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

Please note that should the product or service involve ANY of the following, a City of Murrieta Business Licence Application, in addition to this form, IS required, and other department approvals may be needed.

Please check all that apply

- |  |   |
|--|---|
| <input type="checkbox"/> Bingo Gaming<br><input type="checkbox"/> Fortune Telling/Entertainment<br><input type="checkbox"/> Cyber Café<br><input type="checkbox"/> Adult/Sexually Oriented Business/Products<br><input type="checkbox"/> Secondhand Dealer/Pawn Shop<br><input type="checkbox"/> Taxicab Business or Driver<br><input type="checkbox"/> Hazardous Materials on Site<br><input type="checkbox"/> Sales of Tobacco Products/Paraphernalia/vapor/e-Cigs | <input type="checkbox"/> Tattooing<br><input type="checkbox"/> Door-to-Door Solicitation<br><input type="checkbox"/> Sales of Alcohol<br><input type="checkbox"/> Drug Sales or Treatment<br><input type="checkbox"/> Massage<br><input type="checkbox"/> Sales of Firearms<br><input type="checkbox"/> Explosives/Firearms on Site |
|--|---|

# of Days Participating: \_\_\_\_\_ Murrieta Business License\*\*: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

\*\* If Vendor does not have a Murrieta Business License **ADDITIONAL FEES** are due :

**\$10/Day** Special Event Permit/Temporary Business License \*\* Due only if no Murrieta Business License

**Booths:**

	#
Standard 10x10 \$350	<input type="text"/>
Food(Health Permit Incd) 10X10 \$375	<input type="text"/>
Standard 10X20 \$450	<input type="text"/>
Food(Health Permit Incd) 10X20 \$475	<input type="text"/>
Additional 100sf Space \$100	<input type="text"/>
Temporary Business License \$10/day	<input type="text"/>
<b>Total Amount Due for Booth:</b>	<input type="text"/>
<b>Additional Due for Licence/Permit:</b>	<input type="text"/>
<b>Total Registration Fees Due:</b>	<input type="text"/>

**Submission Checklist (To be returned with this form):**

- Registration Payment
- Certificate of Insurance
- BOE-410D Sellers Permit Verification

• **The undersigned agrees to indemnify and hold harmless the City of Murrieta, Oak Grove Center for Education, Treatment & the Arts and the Drifters Car Club**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Privacy Notice

***This is not a request for you to provide information. This is an informational notice according to the requirements of the Information Practices Act (Civil Code §1798.17). No action is required.***

We ask you for information so that the BOE can administer the state's tax and fee laws. The BOE 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 information requested, including your social security number (used for identification purposes [see Title 42 U.S. Code sec.405(c)(2)(C)(i)]). A list of authorized agencies, among others, who the BOE may disclose information to, and a complete list of the California Revenue and Taxation Codes is available on our website at [www.boe.ca.gov/pdf/boe324gen.pdf](http://www.boe.ca.gov/pdf/boe324gen.pdf), then scroll to the second page.

### What happens if I don't provide the information?

If your registration information is incomplete, the BOE may not issue your permit, certificate, or license. If you do not file complete returns, you may have to pay penalties and interest. Penalties may also apply if you do not provide other information the BOE requests or that is required by law, or if you provide fraudulent information. In some cases, you may be subject to criminal prosecution.

In addition, if you do not provide the requested information to support your exemptions, credits, exclusions, or adjustments, they may not be allowed. You may owe more tax or fees or receive a smaller refund.

### Can anyone else see my information?

Your records are covered by state laws that protect your privacy. However, the BOE may share information regarding your account with specific state, local, and federal government agencies. The BOE may also share specific information with companies authorized to represent local governments.

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

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

### Can I review my records?

Yes. Requests should be made in writing to your closest BOE office. A complete listing of BOE locations can be found at [www.boe.ca.gov](http://www.boe.ca.gov). Additional information regarding your records can be found in publication 58-A, *How to Inspect and Correct Your Records*. For a copy of this publication, go to [www.boe.ca.gov](http://www.boe.ca.gov) or call the Taxpayer Information Section at 800-400-7115 (TTY:711), Monday through Friday, 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays. If you need more information, you may contact the BOE's Disclosure Officer at 916-445-2918 or by writing:

Disclosure Officer, MIC:82  
State Board of Equalization  
PO Box 942879  
Sacramento, CA 94279-0082

### Who is responsible for maintaining my records?

The officials listed below are responsible for maintaining your records.

**Sales and Use Tax**  
Board of Equalization  
Deputy Director, SUTD, MIC:43  
PO Box 942879  
Sacramento, CA 94279-0043  
800-400-7115

**Property and Special Taxes and Fees**  
Board of Equalization  
Deputy Director, PSTD, MIC:63  
PO Box 942879  
Sacramento, CA 94279-0063  
800-400-7115