



# Linda Vista Multi-Cultural Fair & Parade

## Vendor Directive

Hello all! Thank you for being an important part of the:

### **Annual Linda Vista Multi-Cultural Fair & Parade!**

Your participation, as well as the efforts of our volunteer committee, makes this community event possible.

If you have any questions, please email [LindaVistaFair@gmail.com](mailto:LindaVistaFair@gmail.com) first or call [619-828-3101](tel:619-828-3101) leading up to the Fair. During the event, the Information tent located near the center Main Stage can help answer questions.

We hope you have a very successful day and thank you for all your support!

---

#### **Please note:**

- ✓ If you have ordered electricity, bring up to 200+ ft of 3 conductor grounded heavy-duty extension cord with #12 min. wire. You will be placed near the generator, but no extension cords are provided.
- ✓ There are no refunds for booth cancellations, inclement weather or closure caused by acts of nature or government beyond our control.

#### **INFORMATION, RULES, AND REGULATIONS FOR BOOTH VENDORS**

The following information pertains to all booth vendors:

- Set-up is 7:00 a.m. to 9:30am
- No parking or unloading is allowed on Morley Street - ticketing and towing will be enforced by the San Diego Police Department.
- Booth spaces are 10' x 10' increments. Non-food vendor booths come with 1 table and 2 chairs.
- Booth locations can change at the last minute, but it is not common.
- **If you did not specify and pay for a canopy rental, please bring your own canopy. Please give The Linda Vista Fair team advanced notice if you do not have a canopy and would like to rent one for an additional fee. The Fair may have canopies for rental on-site, but it will be first-come, first-serve.**
- **Canopies must NOT be larger than 10' X 10'**

## **INFORMATION, RULES, AND REGULATIONS FOR BOOTH VENDORS CONTINUED**

- Bring your own signs, trash receptacles, displays, supplies, etc.
- Security will be roaming but are not be provided to watch over your goods or displays during the event.
- If you ordered electricity, bring your own heavy-duty 3-pronged extension cord - electricity must be ordered prior to the street fair date for an additional fee. Electricity will not be available to order the day of the event.
- All booths must adhere to City of San Diego Stormwater Pollution Prevention or will be fined. Please reference page 32-37: <https://www.sandiego.gov/sites/default/files/legacy/specialevents/pdf/planningguide.pdf>
- You MUST clean up your booth space at the end of the event. Pick up all trash, debris, food, etc. and dispose of in the large dumpsters provided in the shopping center parking lot. Vendors who do not clean their areas will be fined and will not be invited to return in following years and will be invoiced a \$200 cleaning fee.

**Traffic Control / Parking:** Follow the direction of Traffic and Security officers.

- All vehicles within the event area must enter at street ends (not via driveways) and travel only in the normal traffic directions. Do not drive against traffic.
- Move as close as possible to your booth to keep a lane open.
- Parking for your vehicle during the event is available in public lots and in side streets.
- Please refer to the attached map for your general booth location.

### **Set-up:**

When entering the street fair area, please follow the normal flow of traffic.

### **Booths 100 thru 140+ and 200 thru 220+**

- Enter at the South end of the street fair from Comstock Street, pull up next to your booth, unload and immediately remove your vehicle from the street fair.
- When exiting, please follow the direction of the traffic directors.

### **Booths 301 thru 320+**

- Enter at the North end of the street fair from Ulric Street, pull up next to your booth, unload and immediately remove your vehicle from the street fair.
- When exiting, please follow the direction of the traffic directors.

### **Schedule / Hours:**

- **Set-up:** 7:00 a.m. to 9:30 a.m.  
(Street must be cleared of vehicles by 9:45 a.m. sharp - cars will not be allowed into fair area after 9:30 a.m.)
- **Open to Public:** 10:00 a.m. to 5:00 p.m.  
(No removal of displays allowed prior to 5:00 p.m.)
- **Breakdown:** 5:00 p.m. to 7:00 p.m.  
(Vehicles must follow normal traffic direction)

### **Booth Rules and Regulations:**

- Booth activities and informational handouts are to be only within the confines of a booth.
- No public address (PA) system allowed inside or outside the booth.
- Vendors will be fined, asked to leave, and not invited to return to future community events if they distribute harmful substances or products that can be used to harm or harass others. No weapons are allowed at any time.
- Please do not hand out free soft drinks as some vendors will be selling soft drinks (bottled water is ok.)
- No ammunition, firearms, drugs or alcoholic beverages or stolen goods.

### **IMPORTANT - Health Permits and Regulations for Food Vendors:**

***Please remember: It is your duty as a food vendor to have read and understood all necessary requirements and regulations for Health Code acceptance by the County of San Diego Health Department. Failure to follow their specified guidelines may result in your booth being asked to shut down.***

- The County of San Diego requires that you obtain a temporary food facility permit.
- Food vendors must provide a list of all foods to be sold, including whether foods are prepackaged or prepared on-site. To receive food permit information and application contact the County of San Diego at (858) 505-6900 or visit: [https://www.sandiegocounty.gov/content/dam/sdc/deh/fhd/food/cep/tempevent\\_vendorapp\\_fp.pdf](https://www.sandiegocounty.gov/content/dam/sdc/deh/fhd/food/cep/tempevent_vendorapp_fp.pdf)
- **The San Diego Fire Department requires that food vendors use appropriate safety measures and each have correct and unexpired fire extinguishers on hand. Each tent/ booth must have a portable fire extinguisher with a minimum 2-A:10-B:C rating. Any cooking operation involving combustible cooking media (oils and fats) will also require a Class K portable fire extinguisher with a minimum 1.5-gallon (6L) capacity in addition to the 2-A:10-B:C extinguisher.**
- We do not provide fire extinguishers to vendors. Please double-check to make sure you have the appropriate extinguishers necessary.
- 3-compartment sinks are provided to food vendors to share for COOKWARE WASHING ONLY. Disposal of excessive oil or liquids into sinks or storm drains is prohibited. Water provided for sinks IS NOT FOR COOKING. Vendors who use sinks inappropriately may be charged a fine.
- Dispose of grease properly off-site at an acceptable facility. The Fair has no facilities or bins for disposal on-site. Coals used for cooking must be placed in water before disposal. Do not dump or otherwise allow cooking residue, water, or other liquids to reach the storm drain system.

You are receiving all the needed information or reference to information. It is assumed you have read and understood all necessary rules and policies and agree to abide by them. You agree to set up within the allotted time. You agree to clean after your mess, appropriately dispose of materials in provided dumpsters, and DO NOT leave your trash behind. You agree to follow all county rules, regulations, and requirements, especially food vendors.

Vendor misconduct of Fair and Parade rules may result in a fine and exclusion from future events.

Last minute booth changes are not common, but in rare instances, they do happen.