

# District 2 Village Fest Vendor Application Form

Saturday, September 17, 2016 – 11:00 am to 3:00 pm

Coronado Avenue @ Village Oaks Shopping Center, San José, 95123

**\*DEADLINE: WEDNESDAY, AUGUST 31, 2016** - Space is limited. Please submit as soon as possible.

Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Onsite Contact Person \_\_\_\_\_ Onsite Contact Cell Phone \_\_\_\_\_

Please describe your booth and activity/giveaway: \_\_\_\_\_

(Each vendor must provide free giveaways or family-friendly activities)

Organization Type:  For-profit  Non-profit  Government  Other (specify) \_\_\_\_\_

**Set-Up:** Set-up begins at 10:15 am. Exhibitors must be set up and ready by 10:45 am. Event begins promptly at 11:00 am.

**Registration Fees:** Standard spaces are 10'x10'. Fee covers booth space, 1 table, and 2 chairs. Registration Fees are waived for non-profit organizations and Village Oaks tenants. (Proof of non-profit 501c3 status required)

**Equipment:** All registered organizations will receive 1 table and 2 chairs. Canopies are required. If you need a canopy, a 10'x10' canopy rental fee of \$50 will apply. Please inform us ASAP if you need access to electricity as it will be first come, first serve.

<b>Fees:</b>	
Quantity	
_____ For-Profit Organization \$45	_____
_____ Non-Retail Organization \$35	_____
_____ Non-Profit Organization \$0	_____
_____ Canopy Rental \$50	_____
<b>Total Enclosed:</b>	<b>\$ _____</b>

**Commitment Signature:**

Our organization is committed to having our table available at the District 2 Village Fest on Saturday, September 17, 2016, from 11:00 am to 3:00 pm.

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

Please mail completed form with check made payable to **City of San José**, (ATTN Line: District 2 Office, Village Fest), to:  
**City of San José**  
ATTN: District 2 Office  
200 East Santa Clara Street  
San José, CA 95113

Or you can email the form to Stacie Shih at [stacie.shih@sanjoseca.gov](mailto:stacie.shih@sanjoseca.gov), or fax it to (408) 292-6451. For more information, please contact Stacie Shih at (408) 535-4925.