



**Saturday, October 2, 2010
10am-5pm**

Participant Application

Please read these instructions carefully.

Participant or Vendor Name: _____

Address: _____

City, State: _____ Zip: _____

Business Phone: _____ Fax: _____

Contact Name: _____ Cell Phone _____

Email Address: _____ Website: _____

Resale number: _____

IF a Non-Profit Corporation 501c please list Corp # _____

Type of Booth Desired: Retail Exhibitor

Type of Products Sold: _____

Type of Exhibit: _____

Special Needs: i.e. electricity, earlier set-up, etc) _____

Set-Up will take place the morning of the festival from 7:30am. All set-up should be completed by 9:30am. For Vendor Parking, Break-down and Set-up instructions: please see Vendor Checklist. Your Section Leader will be in touch with you if you are selected to participate!

GENERAL POLICIES

- Fees will be decided according to the Spirit of Japantown Festival organizing body.
- All rental equipment will be charged according to Spirit costs for equipment rental and labor.
- Organizations participating in the Spirit of Japantown Festival 2010 will have their booth space fees waived if they are occupying their own property. This also applies to organizations affiliated with those properties (such as Lotus Preschool on San Jose Buddhist Church Betsuin property) if the organization is an active participant in the Spirit of Japantown Festival.
- Fee waivers and refunds are granted according to emergency circumstances or errors in accounting or fee collection by the Treasurer and Spirit of Japantown Organizers.
- ECO-FRIENDLY We ask that you consider the environment when making your Food Packaging & Serving choices! Any non-coated paper products are compostable and acceptable by Festival standards. If it has to be plastic, Recyclable plastic (#1 or #2 plastics) are our choices.

Mailing address:

Spirit of Japantown Festival (please make checks payable to 'Spirit of Japantown Festival')
Japantown Community Congress of San Jose
588 N. Fourth Street, San Jose, CA 95112

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www.spiritofjapantownfestival.com



BOOTH PRICING: Please check one. If more than one space is required, please indicate number of booth spaces requested. Festival insurance is covered in all categories.
Additional Booth Costs: 10% of Gross Sales collected at the end of the event.

Please write in the number of items of each type that you are requesting:

___ \$135 commercial space

___ \$75 non-profit space

___ \$35 non-profit Kids Zone space (determined by committee review)

___ **Government Agency Space Only (no fee)** - applies to government agencies or departments.
All rental equipment will be charged at standard Festival rates.

___ \$150 canopy or wooden booth

___ \$180 wooden food booth (with screens)-cooking booths will be placed on festival site with required room for cooking accommodated. Please fill out 'special needs portion of application'

___ \$ ___ Santa Clara County Environmental Health (SCCEH) temporary permit-food only
(please see separate DEH forms)

___ \$10 per table

___ \$5 per chair

___ \$35 electricity

_____ total due to "Spirit of Japantown Festival"
588 N. Fourth Street, San Jose, CA 95112

example #1: One booth taking one space with canopy and two chairs no electricity = $\$135 + \$150 + (\$5 \times 2) = \295 total
example #2: Two booths taking two spaces with no equipment needed = $(\$135 \times 2) = \270 total
example #3: One non-profit food booth (renting from Spirit of Japantown Festival) taking one space in Kids Zone = $\$35 + \$180 + \text{Env. Health permit} = \$215 + \text{Environmental Health permit amount}$.
example #4: One commercial space in Kids Zone two tables = $\$135 + (\$10 \times 2) = \$155$

-All Street Sales will be covered under the Spirit of Japantown Festival Street Permit and will be considered a participant of the festival and therefore required to pay the participation fees and 10% of gross sales.

-All fees are non-refundable.

-Deadline for Original Arts & Crafts is August 15, 2010 - juried review for acceptance

-Deadline for all other booths is August 31st, 2009

All Booths must apply for entry by submitting a list of items to be sold with a close-up photograph of the merchandise and another photograph of the display. Final decisions are determined by the Spirit of Japantown Festival Committee and Section Leaders.

Participants will be notified of acceptance. Thank you for applying!

QUESTIONS? Please email or call:

Spirit of Japantown Festival Committee

vendors@spiritofjapantownfestival.com Phone (408) 298-4303 JBA office

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588 North Fourth Street, San Jose, CA 95112
www.spiritofjapantownfestival.com



Spirit of Japantown Festival 2010

PARTICIPATION RELEASE FORM

Please read, sign, date and send with:

- 1. Your Vendor Agreement*
- 2. Your check made out to 'Spirit of Japantown Festival' and*
- 3. Your completed participation form.*

As a participant of the Spirit of Japantown event, I agree to hereby hold harmless the organizers, volunteers, and participants of the Spirit of Japantown event and Japantown Community Congress of San Jose from any claims of loss and/or harm regarding same event. I agree to abide by all standards, rules and procedures set forth by organizers of same event.

Financial

I also understand that I am responsible for paying booth fees and 10% of gross sales to the Japantown Community Congress of San Jose. Entering my signature below, I hereby allow photo rights of participation in the Spirit of Japantown event to be used in any publicity.

Furthermore, by entering my signature below, I understand and acknowledge that Pre-Registration is non-refundable.

Agreement

I understand and accept all rules and claim by my submission that the information is correct and understand that any false information may jeopardize my eligibility to participate in the event.

Signature

Date