

Thank you for your support of Party in the Park 2021!

## **IMPORTANT: SHARE this information with all occupants of your booth!**

Policies have been established to ensure the safety, success and harmony of our hometown marketplace. Your respect and cooperation is appreciated.

***PLEASE read though these instructions before contacting the Chamber with questions. On paper, this looks complicated, but after your first week, you will have it down—we promise!***

Market details:

**Wednesdays, June 16 – August 4, 5:30 – 8:00**

**Paradise Community Park**

**5570 Black Olive Drive, corner of Pearson & Black Olive**

### **Booth Fee Information**

**Chamber Member: \$25 per week; \$175 all 8 weeks**

**Non Members: \$45 per week; \$315 all 8 weeks**

**Certified Grower Booth: \$15 per week**

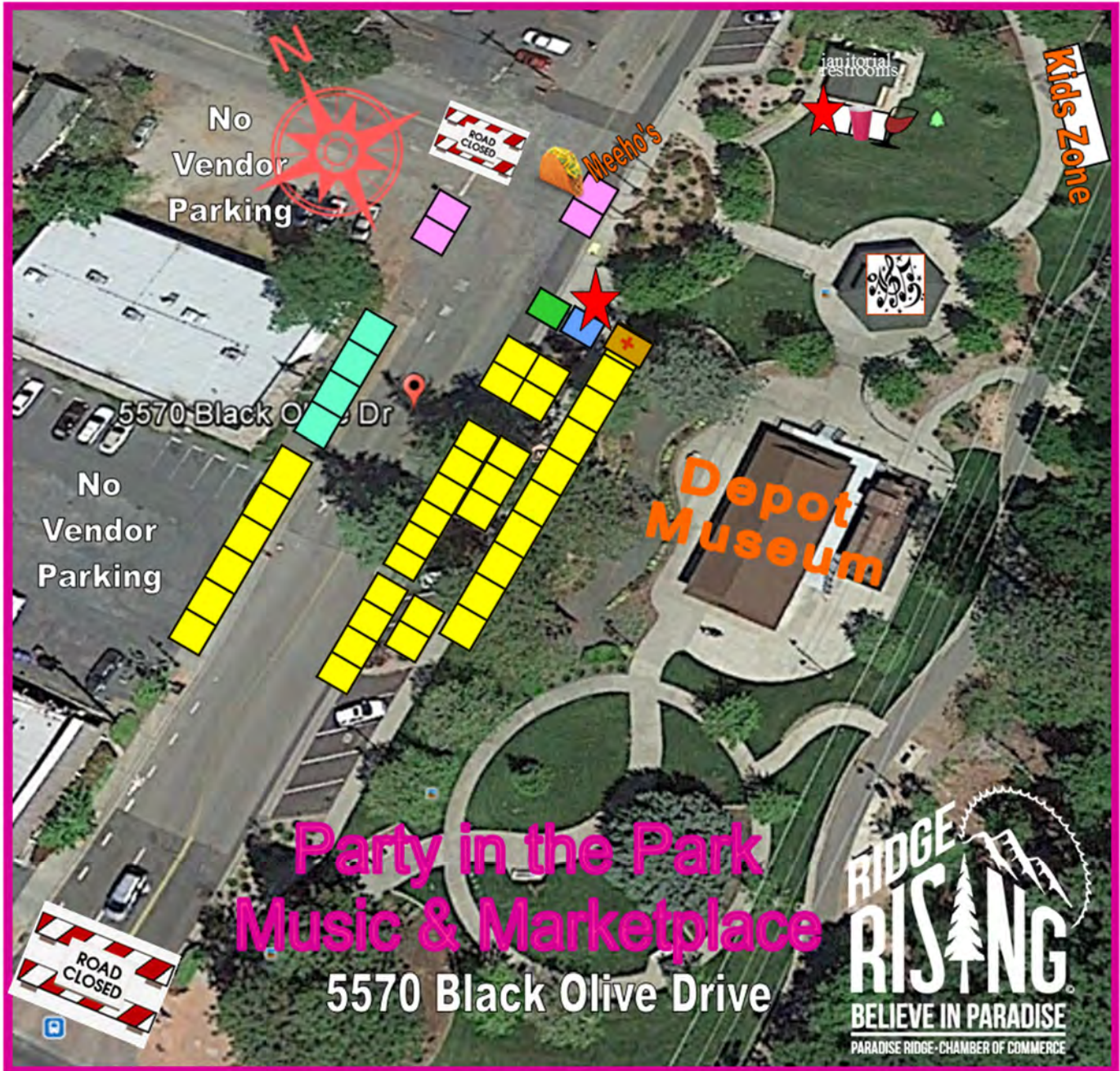
**Artisan Booth: 20% of gross profits; not to exceed \$35**


**Event electricity: \$10 per week**


**Food Booths: Please inquire at [monica@paradisechamber.com](mailto:monica@paradisechamber.com)**

1. Please help promote event by forwarding email promos, joining the weekly Facebook event and inviting friends, sharing on Facebook, tweeting, blogging, etc. Keep in touch by liking the Chamber [Facebook page](#).
2. Upon arrival, check in with Chamber staff; see map on page 2 for Chamber booth location. You will be given a parking permit and directed to your booth location. **DO NOT set up until you have checked in with Chamber staff; spaces are assigned.** Load-in will occur each Wednesday beginning at 4:00pm in front of the Park on Black Olive Drive, on the block between Birch Street & Pearson Road. **NO VEHICLE ACCESS** from 5:00PM—8:30PM during hard road closure.
4. **Finish set-up by 5PM.** Vendors are expected to remain for the entire event—**NO EARLY DEPARTURE** during the hard road closure. Load-out starts at 8:15. **Please respect time limits as volunteer staff must stay until all others leave.**
6. Park vehicles, trailers, etc. **AWAY** from the park. Vendor parking options are depicted on the map on page 4. These areas are no more than one block away.
7. **DO NOT PARK** in the parking lots of the businesses surrounding the park. Parking must be maintained for their customers. After 5:30, these businesses allow your customers to park in their lots.
8. **NO SMOKING and NO VAPING** in Paradise Community Park. Party in the Park is a smoke-free event.
9. Per the terms and conditions of your vendor agreement, all sales are to take place within your booth. No loud hawking, leafletting, or selling outside your booth.
10. Vendors shall conduct themselves at all times in a courteous and business-like manner. Abusive, disruptive or offensive conduct toward event staff, guests and other vendors will not be tolerated. Vendors experiencing difficulty with customers or other vendors should refer the matter promptly to event management.
11. Per the terms and conditions of your vendor agreement, if your plans change regarding your attendance, please notify the Chamber office 48 hours before the event. Failure to notify will affect future booth placement and participation.

Questions? Contact Monica at the Chamber office, [monica@paradisechamber.com](mailto:monica@paradisechamber.com) or 877-9356. Thanks and we'll see you at the Park!



Chamber Booth  
(Command Central) 

First Aid  


Food Vendors

Certified Farmers' Market

Town of Paradise

Beverages  


Business, Local Organizations,  
Art, Craft & Local Vendors

# Load-in / Load-out Map and Instructions



## Road Closure Info:

**4:00—5:00PM:** soft closure. Vendors may drive to booth and set up.  
**5:00 –8:30PM:** hard closure. No vehicle access. Vendors arriving after 5:00PM must walk their materials to market site.

The Marketplace will be set up adjacent to the park along Black Olive Drive.

ONE WAY IN—ONE WAY OUT - **NO ENTRY FROM PEARSON ROAD**

### Load in:

- Enter Black Olive Drive from Cedar Street to marketplace area adjacent to park. **DO NOT ENTER FROM PEARSON ROAD.**
- Event staff will assign your booth space.
- Unload your vehicle at your booth space.
- Immediately return to your vehicle.
- Proceed to Pearson Road to off-site parking.
- Return to your booth space to set up your booth.
- Contact event staff with mobility issues requiring special assistance.

### Load Out:

- Enter Black Olive Drive from Cedar Street to marketplace area adjacent to park. **DO NOT ENTER FROM PEARSON ROAD.**
- Load your vehicle at your booth space on Black Olive Drive.
- Exit the event via Pearson Road.

**CAUTION**

Be aware of traffic and pedestrians



**Vendor Parking:**

**1** Public Parking Lot

**2** Alley behind Downtown Market

**3** Black Olive Drive, south of Pearson

**X**

No Parking—please leave these spaces clear for Party in the Park customers

# Party in the Park Music & Marketplace 2021 Terms & Conditions

*Our mission is to promote the local exchange of goods and services, and to inspire commitment to a healthy, sustainable community.*

Food and beverage vendors: please inquire about availability with [info@paradisechamber.com](mailto:info@paradisechamber.com) or (530) 877-9356.

## REQUIRED LICENSES AND PERMITS:

### All Sellers:

See info from [California Department of Tax and Fee Administration](#) and apply for appropriate license or call 1 800 400 7115. Your license number will be required.

### Agricultural Sellers – Issued By County Agricultural Commissioner

- Certified Producer's Certificate
- Nursery Stock License
- Egg Handlers Permit
- Organic Registration
- Scales Sealing (ONLY scales that can be "sealed" will be permitted to be used for weighing produce in the market – scales must display current "seal.")  
State Board of Equalization Seller's Permit (for cut flowers and non---edible plants)

### Non---Agricultural Sellers

Prepared Foods: Butte County Health Permit, State Board of Equalization Seller's Permit.

## TERMS & CONDITIONS

A. By submitting this application, you agree to the following terms and conditions: Applications subject to approval. Members of the [Paradise Ridge Chamber of Commerce](#) will receive primary consideration. Additional information including insurance certificates, photos, and relevant licenses and documentation may be required. Incomplete applications will not be considered.

**B. The festival maintains a "Rain or Shine" policy, commencing and adjourning at posted times. Cancellations prior to event must be submitted in writing and will incur a \$10 processing fee.**

C. Booths must be staffed and fully operational during market hours. Set-up: 4:30p.m. Tear down: 8:00p.m. NO EARLY TEAR-DOWN during road closure. Failure to comply may prohibit future participation.

D. Paradise Chamber provides space only. Vendor must supply all booth staff, canopies, tables, chairs, etc.

E. Shade placements are limited. Paradise Chamber cannot guarantee shade, nor can we move the sun.

F. Specific booth location is not guaranteed unless the full 8 weeks of booth space are purchased AND vendor participates each week as agreed.

**G. If you are unable to participate on a scheduled evening, notify the Chamber 48 hours in advance. Failure to notify may prohibit future participation and will affect booth placement.**

H. Exhibitor/Participant agrees to INDEMNIFY and HOLD HARMLESS the Paradise Ridge Chamber of Commerce, and the Town of Paradise from any claim, cause of action, and/or suits for damages.

I. Exhibitors are responsible for their own materials and are hereby advised that exhibitors assume the risk of leaving items unattended.

J. All sales and solicitation must be undertaken within the confines of your purchased booth space. No leafleting.

K. The Paradise Ridge Chamber of Commerce reserves the right to shut down an exhibitor/vendor booth if the items being sold /displayed are improperly stated on this application and/or as approved through our office.

L. Booth area must be cleaned at the end of the evening including the removal of all trash and spills. A cleaning fee may be imposed if booth area is not thoroughly cleaned.

M. Please publicize your attendance at the market through your website, newsletter, and social media. For a "Party in the Park" logo, contact [Monica@ParadiseChamber.com](mailto:Monica@ParadiseChamber.com).

N. Applicant agrees to receive email messages from Paradise Ridge Chamber of Commerce.

O. Party in the Park is a Styrofoam –free event. No Styrofoam containers may be provided to customers by vendors at market.

**P. Artists/Crafters only:** All booth items must be handmade by vendor. Exhibitor / Participant agrees to remit payment of 20% of gross sales before leaving the event each evening.