



VENDOR APPLICATION

The Fremont Chamber of Commerce invites you to participate in our premiere Spring street festival, the Fremont Burger & Brew Fest.

The Burger & Brew Fest will be held on Saturday, June 1st, 2024, from 11:00 AM to 5:00 PM. This event will feature samplings from Bay Area craft breweries and distilleries, burgers and sliders from local food trucks and restaurants, live entertainment, and Marketplace vendors selling artisan crafts, products and services.

To apply for this event, please complete this application and return it to the Fremont Chamber of Commerce no later than 12:00 PM on May 20th, 2024. Each applicant must fill out the General Info page, the Payment page, sign the Rules and Regulations, provide Resale License information, submit a Certificate of Insurance (and if applicable submit proof of their Health Permit application) before they can be accepted into the event.

Don't miss this great opportunity to participate in one of the Bay Area's most fun and delicious events.

Space is limited. Apply TODAY!

GENERAL INFORMATION

Name: _____
Company: _____
Street: _____
City: _____
State: _____ Zip: _____
Phone: _____
Email: _____
Website: _____
On Site Contact: _____
On Site Contact Cell: _____

Please check what type of exhibitor you are:

- ☐ **The Marketplace:** Chamber members exhibiting and/or selling products and services (*complete pgs 1, 2, 4, attach COI*)
- ☐ **Food Vendor:** Food prepared to enjoy at the event (*complete pgs 1, 3, 5, 6, attach Health Permit proof and COI*)

Description of your product: _____

Send Completed Application and Payment to:

FREMONT CHAMBER OF COMMERCE
39488 STEVENSON PLACE, STE. 100
FREMONT, CA 94539

Phone: (510) 795-2244

Fax: (510) 795-2240

Email: applications@burgerandbrewfest.com

APPLICATION CHECKLIST:

(your application is not complete w/o the following)

- ☐ **General Info** (pg 1)
- ☐ **Payment Information** (pgs 2 or 3)
- ☐ **Participation Rules signed/dated** (pgs 4 or 5)
- ☐ **Certificate of Insurance; \$1,000,000 Liability;**
FCOC listed as Additional Insured
- ☐ **Resale License** - Provide number here: _____
- ☐ **Fremont Business License** - Provide number here: _____
- ☐ **Food Vendor Menu Proposal** (if applicable)
- ☐ **Alameda County Health Permit** - if applicable, provide date here: _____



PAYMENT INFORMATION

THE MARKETPLACE

Chamber members exhibiting and/or selling products and services.

Non-Chamber members may call for pricing and availability.

(pgs 1, 2, 4, and submit COI)

Questions? Contact Lindsey at lknight@fremontbusiness.com

SPACE PRICING

<input type="checkbox"/> Single space (10'x10')	\$ 400	\$ _____
<input type="checkbox"/> Double space (10'x20')	\$ 800	\$ _____
<input type="checkbox"/> Booth Rental (Optional)	\$ 175	\$ _____

FEES BREAKDOWN

DISCOUNTS

****Special pricing if received before 4/26/2024**

<input type="checkbox"/> Single Booth	\$ 355	\$ _____
<input type="checkbox"/> Double Booth	\$ 710	\$ _____

CITY FEES

- ☐ City of Fremont Business License
Provide # _____

OR

- ☐ Pay City of Fremont vendor fee \$ 5 \$ _____

TOTAL \$ _____

FORM OF PAYMENT

- ☐ Check enclosed: Make check payable to Fremont Chamber of Commerce

OR

- ☐ Please charge my Credit Card:

Name on card: _____

Card #: _____ CVV: _____

Expiration date: _____ Zip Code: _____

Signature: _____

Please note that all Business Marketplace exhibitors MUST be members of the Fremont Chamber of Commerce. For more information about membership, please contact us at 510-795-2244.



PAYMENT INFORMATION

FOOD VENDOR

Food prepared to enjoy at the Fest

(pgs 1, 3, 5, 6, submit COL, and submit Health Permit Application to County of Alameda)

Questions? Contact Cindy at cbonior@fremontbusiness.com

FEES BREAKDOWN

SPACE PRICING

☐ Single space (10'x10') \$ 250 \$ _____

DISCOUNTS

****Special Chamber Member Pricing**

☐ Single Booth (10'x10') \$ 200 \$ _____

CITY FEES

☐ City of Fremont Business License
Provide # _____

OR

☐ Pay City of Fremont vendor fee \$ 5 \$ _____

TOTAL \$

Additional 10% of gross sales must be paid to the Fremont Chamber which helps support local non-profit organizations. This will be collected immediately following the close of the Fest and must be paid in CASH.

FORM OF PAYMENT

☐ Check enclosed: Make check payable to Fremont Chamber of Commerce

OR

☐ Please charge my Credit Card:

Name on card: _____

Card #: _____ CVV: _____

Expiration date: _____ Zip Code: _____

Signature: _____

Please note that Food Vendors do NOT have to be members of the Fremont Chamber of Commerce in order to participate, however, members do enjoy a reduced entry fee. For more information about membership, please contact us at 510-795-2244.



RULES AND REGULATIONS

THE MARKETPLACE

General Burger & Brew Fest Rules

Booth Fees & Payment: Booths will be sold on a first come, first serve basis. Full payment must accompany the completed application. Booth space will not be confirmed without full payment. There is a \$25 charge for returned checks.

Set Up and Tear Down: Burger & Brew Fest hours are 11:00 a.m. to 5:00 p.m. Booths must be set-up and staffed no later than 10:30 a.m. and may not be disassembled before 5:00 p.m.

Electricity: Electricity is not available on the Burger & Brew Fest site. Should you require electricity, you must provide a generator. Festival management must approve the use of generators. Generators must be "whisper quiet" and not exceed 1200 watts.

Clean Up: Booth area must be kept clean during the entire show and is the responsibility of the member. In addition, each member is responsible for leaving his/her booth space clean and free of debris at the end of the show. Should a member fail to leave his/her booth space clean and free of debris at the end of the show, the member may forfeit his/her right to participate in future shows or will be required to submit a cleaning deposit for future shows.

Alcoholic Beverages: Absolutely no alcoholic beverages will be allowed or consumed in any booth or brought onto Burger & Brew Fest grounds. Violation of this rule will result in the immediate closure of the booth with no refund.

Smoking: Absolutely no smoking will be allowed in any booth, this includes electronic cigarettes. Violation of this rule will result in the immediate closure of the booth with no refund.

Pets: Pets and animals are not allowed in the Burger & Brew Fest area.

Damage: You are responsible for any damage that may result from your participation (deliveries, improper set-up, extending outside the booth perimeters, etc.). The Fremont Chamber of Commerce is not responsible for any theft of damage.

Rule Violations: Any flagrant violations of the Burger & Brew Fest guidelines and rules set forth by the Burger & Brew Fest Committee will constitute an immediate removal from the Burger & Brew Fest with no refund. Failure to comply with Burger & Brew Fest rules will forfeit eligibility in future years.

Cancellation: Cancellations received prior to 5:00 p.m. on **Friday, May 3rd, 2024** will receive a full refund of participation fees. Cancellations received after that date will not be subject to refund unless booth space is resold.

Insurance: Adequate insurance against all public liability claims and costs, including reasonable attorney's fees incurred as a result of any personal injury or property damage is required. Exhibitors are required to provide a Certificate of Insurance naming the Fremont Chamber of Commerce as an additional insured. Insurance Policy Limit must be a minimum of \$1,000,000.

Additional Business Marketplace Burger & Brew Fest Rules

Participants in The Marketplace at the Burger & Brew Fest must be members in good standing of the Fremont Chamber of Commerce at the time of the show. Commerce in the booth must be the member's primary business defined as business of record at the Chamber office. Non-Chamber members may call to inquire about pricing and availability.

Retail sales may be conducted in The Marketplace booths. Members who do wish to conduct retail sales at the Burger & Brew Fest must provide a resale license number or proof of exemption. Additionally, those exhibitors must pay a City Vendor Fee or provide proof of a Fremont business license.

Booth location is assigned by the Chamber. Please note the Chamber does not restrict or dictate the relative placement of related or similar businesses. Members may not trade locations or sublet space without prior permission of the Chamber office.

Members are responsible for managing lines of visitors originating from their booths and must direct the line so as not to interfere with other exhibitors. In addition, please be considerate of other exhibitors in terms of display devices and sound volume.

While handing out information about your company is encouraged, exhibitors must remain within their allocated booth space.

No motor vehicles of any kind are to be displayed in The Marketplace. If a motor vehicle is displayed, you will be asked to leave the Burger & Brew Fest, and your fee will be forfeited.

Consumable food or beverages, other than sample sizes, may not be served or sold by exhibitors, as this is in direct competition with our food vendors. If you intend to distribute any type of consumable, a Health Permit is required from the Alameda County Health Department: no exceptions. An application can be filled out at: <https://deh.acgov.org/operations-assets/docs/tff/TemporaryFoodFacilityPermitCateredEventPermitApplication.pdf>.

All members are required to submit a valid California Resale Number with application. Exempt members must submit State Board of Equalization form BOE-410-D with completed application. Documentation for exempt members must be submitted with your completed application. Form BOE-410-D can be found here: <https://www.cdtfa.ca.gov/formspubs/cdtfa410d.pdf>.

The City of Fremont requires any vendor located within the City of Fremont to have a business license. If your business is located within city limits, you must submit a copy of your business license with this application. If your company is not located within city limits, you are required to hold a Temporary Vendor Permit. The fee is \$5 and is listed in the fee section of the application. Please remit this fee with your application and we will file the necessary permit application for you.

Signage for each individual booth is the responsibility of the member. No signs, banners or flags are to be attached above the booth. Members who represent products and services of another company will be able to display no more than one 24 inch by 36 inch poster of each company, with a maximum of four posters. Drawing prizes and giveaways will be limited to one 24 inch by 36 inch poster and may not conflict with any exclusive sponsor of the Burger & Brew Fest.

Participation & Hold Harmless Agreement

The undersigned, as agent for the organization, individuals and/or agency represented agrees to abide by the rules and regulations in this agreement, and understands that should the organization, or members of the organization fail to observe and abide by the rules and regulations as set forth above, the organization will become ineligible to participate in future Festivals. I further agree to hold the FREMONT CHAMBER OF COMMERCE, THE CITY OF FREMONT, AND ITS AGENCIES, free and harmless from any and all liability for bodily injury, property damage or loss arising out of activities resulting from participation in the Fremont Chamber of Commerce annual Burger & Brew Fest, June 1st, 2024.

Name: _____ Signature: _____ Date: _____



RULES AND REGULATIONS

FOOD VENDOR

General Burger & Brew Fest Rules

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Electricity: Electricity is not available on the Burger & Brew Fest site. Should you require electricity, you must provide a generator. Festival management must approve the use of generators. Generators must be "whisper quiet" and not exceed 1200 watts.

Clean Up: Booth area must be kept clean during the entire show and is the responsibility of the member. In addition, each member is responsible for leaving his/her booth space clean and free of debris at the end of the show. Should a member fail to leave his/her booth space clean and free of debris at the end of the show, the member may forfeit his/her right to participate in future shows or will be required to submit a cleaning deposit for future shows.

Alcoholic Beverages: Absolutely no alcoholic beverages will be allowed or consumed in any booth or brought onto Burger & Brew Fest grounds. Violation of this rule will result in the immediate closure of the booth with no refund.

Smoking: Absolutely no smoking will be allowed in any booth, this includes electronic cigarettes. Violation of this rule will result in the immediate closure of the booth with no refund.

Pets: Pets and animals are not allowed in the Burger & Brew Fest area.

Damage: You are responsible for any damage that may result from your participation (deliveries, improper set-up, extending outside the booth perimeters, etc.). The Fremont Chamber of Commerce is not responsible for any theft of damage.

Rule Violations: Any flagrant violations of the Burger & Brew Fest guidelines and rules set forth by the Burger & Brew Fest Committee will constitute an immediate removal from the Burger & Brew Fest with no refund. Failure to comply with Burger & Brew Fest rules will forfeit eligibility in future years.

Cancellation: Cancellations received prior to 5:00 p.m. on **Friday, May 3rd, 2024** will receive a full refund of participation fees. Cancellations received after that date will not be subject to refund unless booth space is resold.

Insurance: Adequate insurance against all public liability claims and costs, including reasonable attorney's fees incurred as a result of any personal injury or property damage is required. Exhibitors are required to provide a Certificate of Insurance naming the Fremont Chamber of Commerce as an additional insured. Insurance Policy Limit must be a minimum of \$1,000,000.

Additional Food Vendor Burger & Brew Fest Rules

Each vendor must have food items approved by the Festival Committee. No changes may be made without prior approval. Food vendors must sell at least 2 types of burgers to the attendees. Vendors can prepare more sliders and burgers, but cannot sell less than the minimum. Vendors are also welcome to sell side dishes and dessert.

In the event that an exclusive corporate sponsorship agreement is secured with a food or beverage company, all vendors will be required to support the products available through that exclusive sponsorship agreement.

Food storage trucks will not be allowed on the Festival site prior to **10:00 p.m. on Friday, May 31st, 2024**. **The Festival Committee must approve parking placement of trucks.**

Vendors are responsible for the securing of and the payment of any and all necessary permits and licenses required to operate, including, but not limited to health permit, resale certificate, etc.. A copy of all permits and certificates must be submitted to the Chamber office no later than Monday, May 15th, 2023. Failure to submit all necessary permits, certificates or comply with any and all health regulations will result in the forfeiture of booth space with no refund. A health permit application can be filled out at: <https://deh.acgov.org/operations-assets/docs/tff/TemporaryFoodFacilityPermitCateredEventPermitApplication.pdf>

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All vendors are required to submit a valid California Resale Number with application. Exempt vendors must submit State Board of Equalization form BOE-410-D with completed application. Documentation for exempt vendors must be submitted with your completed application. Form BOE-410-D can be found here: <https://www.cdtfa.ca.gov/formspubs/cdtfa410d.pdf>

The Burger & Brew Fest does not supply ice.

Food booths and trucks must provide enough food to sell product for the entirety of the Burger & Brew Fest.

Food and beverages may be served from the front of the booth only.

Although product sampling is encouraged, the distributing of samples must be done within the confines of your booth or truck. Individuals may not stand outside the booth or truck and distribute samples.

All equipment including food service approved canopy, worktables, chairs, food coolers or warmers, fire extinguishers, etc. are to be furnished by the organization.

All vendors must abide by signage rules.

All water and ice are to be disposed of in nearby grey water containers.

Vendors must transport their recyclable materials (cardboard, glass, aluminum) to the designated recycling bins to a location closest to their booth.

Vendors will be issued a warning if an inspection reveals a trash problem and will be given the opportunity to correct the problem.

Food booths are allotted a 10'x10' space; food trucks are allotted a 10'x20' space.

Vendors must be a member in good standing at the time of the application in order to receive the membership rate.

Participation & Hold Harmless Agreement

The undersigned, as agent for the organization, individuals and/or agency represented agrees to abide by the rules and regulations in this agreement, and understands that should the organization, or members of the organization fail to observe and abide by the rules and regulations as set forth above, the organization will become ineligible to participate in future Festivals. I further agree to hold the **FREMONT CHAMBER OF COMMERCE, THE CITY OF FREMONT, AND ITS AGENCIES**, free and harmless from any and all liability for bodily injury, property damage or loss arising out of activities resulting from participation in the Fremont Chamber of Commerce annual Burger & Brew Fest, June 1st, 2024.

Name: _____ Signature: _____ Date: _____



MENU PROPOSAL

FOOD VENDOR

Chamber members will be given first consideration due to limited space for food vendors

Please note: your menu must include at least two burgers!

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

EQUIPMENT:

- ☐ BBQ - Charcoal
- ☐ BBQ - Other
- ☐ Gas / Propane Tank (circle one)
- ☐ Refrigerator Truck - Size:
- ☐ Deep Fat Fryer
- ☐ Oven
- ☐ Fire Extinguisher (circle one): Class A / Class B / Class C / Class D
- ☐ Condiment Table - size:
- ☐ Other (please list):

ADDITIONAL SPACING REQUIREMENTS:

If you are requesting space outside of the allotted 10x10 booth you must provide a diagram depicting your needs. Failure to do so will limit you to a 10x10 booth space.