

- Vendor Information -



3<sup>rd</sup> Annual  
Indian School Corridor  
Partners in Prosperity Block Party

Sunday, November 7, 2010 – Noon to 5 pm  
On Indian School Road between 32<sup>nd</sup> and 38<sup>th</sup> Streets



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Become a Block Party vendor and make your product available to over 25,000 potential customers  
And enjoy taking part in one of the most vibrant events in the city.

**Space Fees with early registration** (not later than September 30, 2010):

We will be keeping the booths in single rows, with a limit of 7 booths to a row for maximum product exposure to shoppers.

10X10 space = 75.00

End Cap 10X10 space = 100.00 (limited number available)

10X20 in-line space = 125.00

10x20 in-line space to include an end cap = 150.00 (limited number available)

20x20 independent space = \$250.00 (Only 3 available)

20x30 independent space = \$400.00 (Only 1 available)

**All space prices increase by \$25 if registered after September 30, 2010.**

**Final Application Deadline – 5 pm, October 20, 2010**

Space is limited so please act quickly. We will be giving first priority for space sales to Indian School Corridor Citywide Coalition members and to all vendors who have participated in previous Block Parties.

**Fees** - All fees are required at time of application. Only check or money orders will be accepted as payment. Please do not send cash.

When we receive your application (page 4) with payment you will be guaranteed a space and you will receive a confirmation email. One week prior to the event you will receive an email notifying you of the location of your space with load-in instructions and security pass.

**Your signature on the application form along with receipt of payment indicates that you accept our Vendor Rules and Regulations and will abide by them.** (Application form to be returned is on page 4)

### 3<sup>rd</sup> Annual Indian School Corridor Citywide Coalition Block Party Vendor Rules and Regulations

1. Upon receipt of your application and payment you will be notified of your guaranteed space. One week prior to the event you will receive an email notifying you of the location of the space and where to load-in. You must check in and claim your assigned space on the day of the event by the designated time or your space and fees will be forfeited.
2. If you cancel your space 14 days or more prior to the event day, we will refund your fees. Any cancellations after this deadline won't be entitled to a refund.
3. You may only offer those services or products described on your application form unless otherwise approved by the event chairman.
4. You will be responsible for your own loading, unloading and booth set-up. You can bring vehicles onto the street closure at your assigned checkpoint to unload your merchandise beginning at 9:30am. You must unload and then remove vehicle immediately. You then return for set-up and must have set-up completed by 11am for the city Fire Inspection. Vehicles cannot re-enter the area until police deem it safe. This will occur as close to 5pm as possible.
5. You are required to bring your own table, chairs, garbage receptacle, canopy, and any other equipment you may need for sales. Canopy tents must be fire retardant. You are responsible for removing your own trash and debris and ensuring the general cleanliness of the area surrounding your booth throughout the Block Party and following its conclusion.
6. Vendors may not begin selling before Noon or after 5pm on the day of the event. Booths must remain open from Noon to 5pm. Pre-market sales, post-market sales and early breakdown are prohibited.
7. Music played at a booth is allowed but may not be disruptive to neighboring booths or to the overall Block Party. In the event of a conflict, event coordinator will resolve the conflict. All on site decisions by the event coordinator are final and binding.
8. Please be aware that the Indian School Corridor Partner's in Prosperity Block Party will occur outdoors RAIN OR SHINE. Applicants agree to be present despite weather conditions. Each participant is responsible to be prepared to enable their displays to withstand weather fluctuations including wind and rain, high and low temperatures. No refunds will be given due to inclement weather.

#### **Municipal Codes, Licensing, Insurance, and On-Site Safety and Security**

1. Applicants must obey all pertinent city, county, and state codes, laws, ordinances, and regulations including but not limited to permits, tax licensing, fire, safety, and parking regulations of the event.
2. All permits necessary to sell must be on display or available for review at all times.
3. Installation and operation of any exhibits not meeting event safety requirements are prohibited and will result in expulsion from the event.
4. All vendors must be prepared to provide proof of a Privilege Tax License issued by the State of Arizona and the City of Phoenix on the day of the event. All vendors are responsible for paying all applicable taxes.
5. By event day, all vendors are required to have, and must be prepared to provide, a copy of *General* and *Product* liability insurance in the amount of \$1,000,000, naming the Indian School Corridor Citywide Coalition, PLEA and PLEA Charities, their charity partners and sponsors as additional insured, or a signed and notarized indemnity agreement releasing the Indian School Corridor Citywide Coalition, PLEA and PLEA Charities their charity partners and sponsors from any and all responsibility.
6. Culinary vendors must be prepared to provide proof of a Temporary Food Services Establishment Permit from Maricopa County Environmental Services Department on event day. Culinary vendors display and serve food at their own risk.
7. All culinary vendors must provide approved 20 B:C dry chemical fire extinguisher within 30 ft. of deep fat fryers using animal fats, and Class K fire extinguisher within 30 ft. of fryers using vegetable oil. Inspection/purchase tags must be compliant.

8. Cooking appliances shall be isolated from the public by four feet from front of booth or a noncombustible 3-sided shield placed between appliance and the public. Three feet provided between food booths and solid fuel-burning appliances.
9. LP- gas containers limited total aggregate water capacity of 25 gallons (approx. 100 lbs.) per booth and shall be secured against toppling and shall not be located within 10 ft. of tent walls or exits. Hoses shall be designed for working pressure of 350 psig AND be marked with LP-GAS, PROPANE, 350 PSI WORKING PRESSURE, with manufacturer's name/trademark. Hose length shall be 36 inches or less and hoses shall be maintained in good condition. Additional containers above permitted quantity shall be stored in a remote location approved by the AHJ.

### **Liability Disclaimer**

1. Applicants must comply with all Block Party rules, regulations, insurance and licensing requirements listed in this application, as well as all county, municipal and state laws pertaining to their business. Any non-compliance with any of these rules and regulations will cause eviction from the Block Party with no refund of fees or compensation for expenditures resulting from their violation of this agreement. Rudeness and dishonesty are grounds for eviction from the Block Party.
2. The Indian School Corridor Citywide Coalition, PLEA, and PLEA Charities in their sole discretion may reserve the right to refuse participation by any applicant, entertainer, food vendor, or any other such participant for any reason prior to, or on the day of, the event.
3. The Indian School Corridor Citywide Coalition, PLEA, and PLEA Charities and their charity partners and sponsors are not responsible for damage, theft, loss of product, or display furnishings on event day.
4. The Indian School Corridor Citywide Coalition, PLEA and PLEA Charities, their charity partners and sponsors, are not liable for refunds or any other liabilities whatsoever for applicant's failure to obey the rules and regulations or due to the unstable condition of the area in which the Block Party is conducted, caused by, but not limited to: weather, fire or other calamity, any act of nature, public enemy, strikes, statutes, ordinances of any legal authority or any other cause beyond the Indian School Corridor Citywide Coalition, PLEA, and PLEA Charities, and their charity partners, and sponsors control.
5. Applicants hereby agree to hold harmless and indemnify, the Indian School Corridor Citywide Coalition, PLEA, and PLEA Charities and their boards, officers, organizers, volunteers, underwriters, sponsors, employees, as well as any owners of the areas where the event is held, and the owners of any related property, for any action relating to the event including theft, damage or injury. Vendors agree to pay any reasonable attorney fees and costs incurred by the Indian School Corridor Citywide Coalition, PLEA, and PLEA Charities, and their charity partners, and sponsors as a result of actions by the vendor which are covered by this agreement.
6. By submitting the application, fees, and engaging in participation in this event, all applicants release and hold harmless: the Indian School Corridor Citywide Coalition, PLEA ,PLEA Charities and their charity partners and sponsors, the City of Phoenix, Maricopa County, and State of Arizona from any and all liability, as outlined in the Vendor Rules and Regulations.

**All on site decisions by the event coordinator are final and binding.**

**Your signature on the application form and submission of fees signifies that you understand all rules outlined herein and agree that these rules represent a contract and that no other agreement shall be binding between the parties unless in writing and signed by an authorized representative of the Indian School Corridor Citywide Coalition, Inc. and PLEA Charities.**

One week prior to the event you will receive an email notifying you of the location of your space and load-in instructions. That email will be your load-in pass.

**Event Coordinator:** Ann Malone

**Cell #:** (602) 410-1449, **e-mail:** info@requiretheprior.org

**“Partners in Prosperity”  
3<sup>rd</sup> Annual Indian School Corridor Block Party  
Vendor Application**

Name of Applicant's Business \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

Street Address or PO Box \_\_\_\_\_

City, State, \_\_\_\_\_ Zip Code \_\_\_\_\_

Store Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Website Address \_\_\_\_\_

Number and dimensions of Spaces Needed \_\_\_\_\_

Total Amount Enclosed \_\_\_\_\_

1. Describe all items and services you expect to sell or exhibit: \_\_\_\_\_  
\_\_\_\_\_

2. Describe any items you intend to give away (if item is a flier, please enclose a copy): \_\_\_\_\_  
\_\_\_\_\_

Please retain your copy of the Partners in Prosperity Block Party Vendor Rules and Regulations. **Your signature below certifies that you have read and agree to abide by all of the rules, regulations, and have all necessary license and insurance requirements described therein.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Make check or money order payable to:** Indian School Corridor Citywide Coalition

**Return your completed application with check or money order to:**

Indian School Corridor Citywide Coalition, 4647 N. 32<sup>nd</sup> Street, Suite 200, Phoenix, AZ 85018.

You will receive a confirmation email as soon as your application and check have been processed.

<b>OFFICE USE ONLY</b> <input type="checkbox"/> check \$ _____ # _____ <input type="checkbox"/> Money Order \$ _____ # _____ Date Received _____
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