



LAO FAMILY COMMUNITY EMPOWERMENT, INC.

A Non-Profit Organization

ອົງການສະໜັບສະໜູນຄອບຄົວລາວ

2023-24 HMONG NEW YEAR BOOTH APPLICATION & CONTRACT

Note: All Fees must be paid in full with application no later than October 13, 2023 by 5 pm

Deposits will not be refund after October 13, 2023

Merchant Booth Food Booth

VENDOR PRODUCTION TYPE

Audio/Video Merchant Fabric/Clothing Food Produce Herbal
 Other (*Must specify*) _____

VENDOR INFO:

Name of Booth Owner:	
Name of Booth Assistant 1:	
Name of Booth Assistant 2:	
Name of Booth Assistant 3:	
Owner Home Phone:	
Owner Cell Phone:	
Email:	
Address:	

If you have any further questions, please contact Nom Yias Her at (209) 598-9194 or email us at tyher@lfcempowerment.org



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2023-24 Stockton Hmong New Year Vendor Booth Sales Contract

I, _____ and _____, have entered into this contract with Lao Family Community Empowerment to purchase a booth to sell at the 2023 Stockton Hmong New Year on *November 11 & 12, 2023*. I (We) have read and agreed to the following conditions:

1. Please sign your name(s) next to the item(s) and fee(s) that you want to purchase and make check(s) payable to **Lao Family Community Empowerment, Inc.** All payment(s) along with the completed application packet must be mailed to: **P.O. Box 6378, Stockton, CA 95206.**

- Food (10W x 20L) is \$100.00 Deposit + **\$600.00 Fee** = **\$700** _____
- Food (20W x 20L) is \$100.00 Deposit + **\$1200.00 Fee** = **\$1,300** _____
- Food (30W x 20L) is \$100.00 Deposit + **\$1800.00 Fee** = **\$1,900** _____
- Food (40W x 20L) is \$100.00 Deposit + **\$2,400.00 Fee** = **\$2,500** _____
- Merchants (10W x 20L) is \$100.00 Deposit + **\$300.00 Fee** = **\$400** _____
- Merchants (20W x 20L) is \$100.00 Deposit + **\$600.00 Fee** = **\$700** _____
- Merchants (30W x 20L) is \$100.00 Deposit + **\$900.00 Fee** = **\$1,000** _____
- Merchants (40W x 20L) is \$100.00 Deposit + **\$1,200.00 Fee** = **\$1,300** _____
- Small Table is \$150.00 Deposit + **\$100.00 Fee** = **\$250** _____

***Corner booth will be charged additional \$100 to the regular fee.**

2. I (we) understand that if I (we) cancel this contract after **October 13, 2023** or fail to make full payment by this date, I (we) will lose my (our) deposit and will only receive my (our) fee payment, if any, back. I (we) will also lose the booth(s) and the booth(s) will be available to the next vendor in line. I (we) understand that booth(s) are available to vendors in the order LFCE receive their deposits and payments. Deposit with no payment(s) will not guarantee the booth(s).

Initial _____

3. I (we) understand that I (we) must stay within the measured area of the allotted booth I (we) have purchased and cannot exceed the designated space.

Initial _____

4. I (we) understand that I (we) must comply with city and county regulations, particularly concerning food booths. Sales items or food must pass city/county inspection. If food or sale items do not pass the inspection, I (we) will be removed from the New Year event, and I (we) will not be allowed to sell anything at the New Year.

Initial_____

5. If it takes inspectors multiple accounts to inspect my (our) booth(s) in order for it to pass inspection, I (we) will be solely responsible for paying any inspection fee(s) implemented after the first inspection.

Initial_____

6. I (we) will be fully responsible to maintain my (our) allotted booth area clean **at all times** from the beginning, during and all the way until New Year is over. The Vendor Booth Coordinator will inspect my (our) area when New Year is over to ensure that all area rented is being returned the same way it was prior to the start of the event. Failure to comply with this requirement will result in **NO REFUND** of deposit. In addition, a Deposit Release Form must be completed prior to the deposit being refunded to me (us).

Initial_____

I (we) have read this contract including the vendor policies matching the Vendor Production Type I (we) have selected, and agreed to all the terms and conditions as stated. I (we) understand that any violation of these terms and conditions listed on this contract will result in removal from the New Year and loss of privilege to sell any items with **NO REFUND** of booth fees including the original deposit. I (we) also understand that LFCE may and can refuse to sell me (us) any booth(s) for future New Year events.

Vendor's Printed Name

Vendor's Signature

Date

Associate's Printed Name

Associate's Signature

Date

Vendor Booth Coordinator (VBC)'s Printed Name

VBC Signature

Date

Merchant Vendor Policies

1. All vendors are required to complete an application with their information including business name, owner's full name, booth assistant name(s), current address, phone/cellphone number and email address.
2. All vendors must sign the "2023-24 Stockton Hmong New Year Vendor Booth Sales Contract" Policies Agreement by **Friday, October 13, 2023** in order to participate in Stockton Hmong New Year.
3. All vendors must submit an application with **full payment no later than Friday, October 13, 2023**. If vendor **fails to make full payment** by the deadline provided, any previous **payment(s) made will be mailed back to the vendor** after our deadline and the booth will be cancelled.
4. Each vendor can only bring up to **four (4) people (including themselves)** per allotted space of 10W x 20L without paying the day entrance fee. Vendor who wishes to bring more than four individuals *including themselves* must pay the entrance fee in advance. **Note: If a Vendor purchased a space of 20W x 20L, he/she will be allowed to bring up to eight (8) people instead of four (including themselves).*
5. The Vendors Gate will be opened during the hours of 6 AM – 8 AM on Saturday, November 11, 2023 through Sunday, November 12, 2023. **After 7:45 AM**, all vendors **must** move their car outside of the gated area to the designated parking zone outside. **Vendors Gate will not re-open after 8 a.m.**
6. No vehicle or trailer will be allowed inside the event **unless vendor cannot operate without the trailer**, whereas equipment's/supplies are in the trailer/vehicle.
7. Any vendor wishing to sell churros or set up an additional small table outside of their booth will be charge an additional \$100.
8. Vendors must station at their booth or space; no vendor will be permit to extend beyond their assigned area without the authorization from VBC.
9. Vendors are prohibited from selling or consumption of alcohol, tobacco, illegal drugs, contrabands, or other illegal products, and promoting gambling at the event.
10. It is the sole responsibility of the vendor to meet, comply, and obtain all appropriate licenses, permits, and liability insurance to sell food and beverage items as it is required by Federal, State, County, and City Laws, Regulations, or Ordinance.
11. All non-food merchants (audio/video, clothing, herbal, etc...) are prohibited from selling any food/drink items at their booth, including but not limited to papaya salad, noodle soup, etc.
12. All audio/video vendors are prohibited from playing CDs, cassettes and movies louder than **10 feet beyond** their booth; vendors who violate this policy will receive 2 verbal warnings. The third time, the vendor will be issued a written warning; and if he/she disregards the warnings, the Vendor Booth Coordinator has the right to turn the vendor over to the event security to be handled.
13. All audios/videos and food vendors **may bring in their own generators but will have to be approved by the Fire Marshall. Stockton Hmong New Year will not be responsible and liable for any losses, damages, or injuries caused by a personal generator.**
14. All knives, wooden, plastic or sharp objects must be securely locked and store away when not in use to help prevent individuals to use as weaponry.
15. No glass bottles are allowed to be sold at the New Year.
16. Vendors will be responsible for maintaining, sanitizing, and cleaning up the area within and around their booth throughout the event.
17. All vendors are liable for their own personal belonging and property. Stockton Hmong New Year will not be liable for any loss or damage to vendor's properties or belonging during the event.
18. Violation of any of the terms or conditions of this agreement, in part or in whole, will subject vendor to prosecution, fine, and other sanction by proper authorities. Additionally, any such violation shall be a breach of contract agreement and subject vendor to termination and removal from the event at the sole discretion of Stockton Hmong New Year.

Vendor Signature

Date

VBC Signature

Date

Food Vendor Policies

1. All vendors are required to complete an application with information including business name, owner's full name, current address, phone number and email address.
2. All vendors must sign the “**2023-24 Stockton Hmong New Year Vendor Booth Sales Contract**” Policies Agreement by **Friday, October 13, 2023** in order to participate in Stockton Hmong New Year.
3. All vendors must submit an application with **full payment no later than Friday, October 13, 2023**. If vendor **fails to make full payment** by the deadline provided, any previous **payment(s) made will be mailed back to the vendor** after our deadline and the booth will be cancelled.
4. Vendors will **only** be allowed to enter the premises of event with **valid badges** issued by Stockton Hmong New Year. **Vendors will be charge \$10.00 to replace one lost badge.**
5. Each vendor can only bring up to **four (4)** people (**including themselves**) per allotted space of 10W x 20L without paying the day entrance fee. Vendor who wishes to bring more than four individuals *including themselves* must pay the entrance fee in advance. **Note: If a Vendor purchased a space of 20W x 20L, he/she will be allowed to bring up to eight (8) people instead of four (including themselves).*
6. The Vendors Gate will be opened during the hours of 6 AM – 8 AM on Saturday, November 11, 2023 through Sunday, November 12, 2023. **After 7:45 AM**, all vendors **must** move their car outside of the gated area to the designated parking zone outside. **Vendors Gate will not re-open after 8 a.m.**
7. No vehicle or trailer will not be allowed inside the event **unless vendor cannot operate without the trailer**, whereas equipment/supplies are in the trailer/vehicle.
8. All food vendors **may bring in their own generators but will have to be approved by the Fire Marshall. Stockton Hmong New Year will not be responsible and liable for any losses, damages, or injuries caused by a personal generator.**
9. Vendors are prohibited from having the fire grill in front of the booth. *****Fire grills MUST be placed in the back of the booth.**
10. Any vendor wishing to sell churros or set up an additional small table outside of their booth will be charged an additional \$150.
11. Vendors must station at their booth or space; no vendors will be permitted to extend beyond their assigned area without the authorization from VBC.
12. Vendors are prohibited from selling or consumption of alcohol, tobacco, illegal drugs, contrabands, or other illegal products, and promoting gambling at the event.
13. It is the sole responsibility of the vendor to meet, comply, and obtain all appropriate licenses, permits, and liability insurance to sell food and beverage items as it is required by Federal, State, County, and City Laws, Regulations, or Ordinance.
14. Food vendors must pass city and county inspection. If a food vendor does not pass city and county inspection, the vendor **must correct it immediately** or will be removed from the New Year.
15. Food vendors shall not sell or make available for purchase any item which is not a food beverage item.
16. All knives, wooden, plastic or sharp objects must be securely locked and store away when not in use to help prevent attendees from using as weaponry.
17. No glass bottles are allowed to be sold in the New Year.
18. Vendors will be responsible for maintaining, sanitizing, and cleaning up the area around and within their booth throughout the New Year.
19. All vendors are liable for their own personal belonging and property. Stockton Hmong New year will not be liable for any loss or damage to vendor's properties or belonging during the event.
20. Food vendors are **required** to watch a mandatory **Health and Food Safety Workshop video**. **A training YouTube video will be sent out.**
21. Food vendors are **required** to complete a **Temporary Food Vendor's Application** and submit it to the Vendor Booth Coordinator no later than **October 13, 2023**.
22. Violation of any of the terms or conditions of this agreement, in part or in whole, will subject vendor to prosecution, fine, and other sanction by proper authorities. Additionally, any such violation shall be a breach of contract agreement and subject vendor to termination and removal from the event at the sole discretion of Stockton Hmong New Year.

Vendor Signature

Date

VBC Signature

Date