



## The Bridge to Hope Festival, September 26<sup>th</sup> 2009

It is with great pleasure we welcome you to the **Bridge to Hope Festival** to be held on **Saturday, September 26, 2009** at the Great Meadow in Fort Mason, San Francisco. This event is presented by Lazarex Cancer Foundation. If you have questions or comments, call Lazarex 1.877.866.9523 (toll-free).

### 2009 EXHIBITOR APPLICATION

**Business/Organization Name:** \_\_\_\_\_

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_ **Resale #:** \_\_\_\_\_

**Category:** \_\_\_\_\_ **Describe your work in detail or list of menu items:** \_\_\_\_\_

***Proof of insurance is required with application. (\$1,000,000 General Liability)***

**Please Check Choice Below:** (Post dated checks will not be accepted)

- ~~Food Vendor Single Space (10' x 10') - \$645 (includes health permit fee) no longer accepting~~
  - ~~Food Vendor Double Space (10' x 20') - \$945 (includes health permit fee) no longer accepting~~
  - Non-Profit Exhibitor Single Space: (10' x 10') - \$345
  - Non-Profit Exhibitor Double Space: (10' x 20') - \$545
  - Artisan Vendor Exhibitor Single Space: (10' x 10') - \$135
  - Artisan Vendor Exhibitor Double Space: (10' x 20') - \$235
  - Corporate Vendor Exhibitor Single Space: (10' x 10') - \$500
  - Corporate Vendor Exhibitor Double Space: (10' x 20') - \$750
- All food, commercial and non-profit exhibitors will be provided with a sign with company name for front of booth, canopy, 2- 8ft. tables, and 2 chairs. Artisan Vendors are just provided a 10x10 space only.

#### **Form of Payment:**

Check # \_\_\_\_\_  Money Order  Visa  MasterCard  American Express

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security Code \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

#### **Please verify that you have included all of the following:**

- Application  Booth Fee
- 4 Photos (from Artisan Vendor and Food Booths) SASE if you want your photos returned.
- Signed Hold Harmless Release

**Make checks payable to:** Lazarex Cancer Foundation, P.O. Box 741, Danville, CA 94526

**For further information please contact us at Lazarex Cancer Foundation:** Phone 1.877.866.9523 (toll-free)

Fax 925.552.7305 • Email [info@lazarex.org](mailto:info@lazarex.org) • Web [www.bridgetohopelcf.org](http://www.bridgetohopelcf.org) [www.lazarex.org](http://www.lazarex.org)



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## EXHIBITOR INSTRUCTIONS

**Please make a copy of these instructions for your records.**

**The Bridge to Hope Festival** takes place the Great Meadow at Fort Mason.

**Festival weather in San Francisco** is usually cool and windy in the afternoon.

**Selection:** For Artisan Vendor submissions, only original high-quality Arts & Crafts made by the Exhibitor will be considered for this year's event. Other considerations will be overall balance and presentation, so that no one medium will dominate. For Food Vendor submissions, we are looking for an upscale mix of quality food providers. Preference will be given to local restaurants. This is the application, it does not guarantee acceptance. For non-profit booth submissions, we are looking for health-care related organizations but are open to considering anything we feel is relevant to our audience. Overall, we suggest applying as early as possible to secure your space.

You will be notified of acceptance within 14 days of us receiving the completed application, we will not process your fees unless you have been accepted. Once accepted, you will receive an acceptance letter. If you are a food or beverage vendor you will also receive your health and fire permit applications. You must complete the applications and send them back to us at Lazarex Cancer Foundation as soon as possible.

**Please submit (3) photos or photocopies of your work and (1) of booth display with this application and your check(s).** If you are not selected your photos and check will be returned at time of selection. Include a SASE, if you wish your photos returned after the event.

Participation Fees for Exhibitor spaces range from \$135.00 to 945.00. **Please make the checks payable to: Lazarex Cancer Foundation.** There is a \$20.00 charge for any returned checks.

**Space Assignment & Final Instructions:** Accepted Artists and Food Vendors will receive space assignments by the beginning of September 2009.

**Withdrawal:** Exhibitors may withdraw up until July 30, 2009 and receive a 100% refund, and until August 15, 2009 to receive a 50% refund. **After August 15, 2009, participation fees are not refundable.** All requests for withdrawal must be received in writing.

**Cancellation:** If weather, acts of God, or other circumstances beyond the control of **Lazarex Cancer Foundation**, cause the event to be cancelled, participation fees will not be returned. **Lazarex Cancer Foundation** will not accept liability by exhibitors for the inability to host the event.

**NO REFUNDS AFTER August 15, 2009**

**Deadline for applications: Until category is filled.**

**Checks of accepted artists will be deposited upon acceptance.**

**THIS IS ONLY AN APPLICATION. FILLING OUT THIS APPLICATION DOES NOT GUARANTEE ACCEPTANCE TO BRIDGE TO HOPE.**



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### EXHIBITOR RELEASE & HOLD HARMLESS AGREEMENT

This agreement is entered into by and between the Lazarex Cancer Foundation (Producer) and the Commercial or Non-Profit Exhibitor or Artisan Vendor filling out, signing, and returning the application (Exhibitor). Producer is in the business of providing space at the Bridge to Hope Festival event for the display and sale of food products or arts and crafts. Producer and Client do not participate in the construction, assembly, or placement of the individual Exhibitor's exhibit. Producer, on behalf of the Client, provides space only at the event.

The Exhibitor hereby indemnifies and holds the Producer, its agents, employees and servants and the Client, its agents, employees, and servants harmless from any and all claims, including costs and attorney's fees resulting there from, arising out of said Exhibitor's participation in this event. For the purpose of this agreement, the term "participation" shall include but not be limited to, the delivery of equipment, merchandise, structures and product to their designated location, the set up and display of any such structure and products or display, and the dismantling and removal of all such items from the area provided by or through the Producer or its agents, employees and servants or the Client or its agents, employees and servants. The Exhibitor hereby expressly assumes any risk of harm to the Exhibitor arising out of their participation and the participation of other artists in the Bridge to Hope Festival, including any risk resulting from the particular location of the space designated to them by the Producer.

This agreement shall be effective immediately upon execution and shall continue in effect throughout the event period.

Exhibitor Company \_\_\_\_\_ Date \_\_\_\_\_

Authorized by \_\_\_\_\_ Title \_\_\_\_\_  
(print name)

Authorized by \_\_\_\_\_  
(sign)

Agreed and Accepted



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## FOOD VENDOR POLICY

### QUALITY OF PRESENTATION AND WHAT WE PROVIDE:

We require that all participating food vendors have a professional presentation. Included in your application fee for Bridge to Hope, unless otherwise stated, is a 10ft x 10ft health department approved food booth, (you are required to use our booths) a 10ft x 10ft cooking area behind or next to the booth, the local health department fee and the local fire department fee. You provide everything else for your set up. We do not provide electricity. Your signage and banners need to be clean and professional looking with **NO HANDWRITTEN WORDING**. When submitting this application, we ask that you send in four photographs of your booth set-up. The look of your booth and your unique menu is very important to the Festival and is a major factor in the selection process. **Please specify on application if you intend to utilize space on either of your booth or behind.**

### MENU:

Please fill out your top three menu choices on your application (attach extra page if necessary). We will do our best to give selected vendors their first choice, but we cannot guarantee they will receive it. We do not want to have numerous vendors selling the same thing at Bridge to Hope.

### BEVERAGE POLICY:

**No beverages can be sold out of your booth at anytime.**

### CLEAN-UP

You agree to keep the area around your booth space clean at all-times and to leave the area clear of any garbage at the end of the event.

### INSURANCE & RE-SALE NUMBER REQUIREMENTS:

All food and restaurant vendors participating in these events must have \$1,000,000 of liability insurance. Upon acceptance to a Festival, you will be forwarded additional information regarding insurance requirements for Bridge to Hope. You will be required to name the Lazarex Cancer Foundation and Prime Time Entertainment, Inc. and the National Parks Service, The City and County of San Francisco as additional insured. We must receive your certificate of insurance 30 days prior to the festival. In addition all applicants must provide us with your current re-sale number. Be sure to return the health and fire permit applications to the Lazarex Cancer Foundation offices directly.

### REFUNDS

Refer to exhibitor instructions for refund policy.

### YOU MUST USE COMPOSTABLE PRODUCTS AT BRIDGE TO HOPE

**I agree to abide by the rules stated. I understand that all promotion of my items must take place within the confines of my booth. I further understand that Lazarex Cancer Foundation and all their representatives are not responsible for or liable for damages including, but not limited to, loss suffered before, during, or after each event I have applied to as a result of the display of my work, equipment or material. I understand that there are no refunds or rain checks due to inclement weather. The duplication or use of any trademarks or logos belonging to the Bridge to Hope Festival is strictly prohibited. Lazarex Cancer Foundation reserves all rights to refuse booth space based on Event guidelines. If these guidelines are not upheld, my booth will be closed immediately and my funds will not be refunded.**

Print

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_