

## 2024 IMPORTANT DATES & DEADLINES

- Friday, June 14<sup>th</sup> – LAST DAY to apply and pay early bird fee
- Monday, July 1<sup>st</sup> – LAST DAY for vendors to apply
- Monday, July 8<sup>th</sup> – LAST DAY for vendors to submit health permits and sellers permits/resale licenses
- Monday, July 15<sup>th</sup> – LAST DAY for vendors to submit Certificates of Insurance and final payments
- Wednesday, August 21<sup>st</sup> – Vendor check in and set up
- Thursday, August 22<sup>nd</sup> –
  - 4:30pm – Gates and parking open
  - 7:30pm – Rodeo performance
  - 9:30pm/10:00pm – Post-Rodeo dance in the Pavilion
  - Midnight – Rodeo dance ends and grounds are cleared & closed
  
- Friday, August 23<sup>rd</sup> –
  - 4:30pm – Gates and parking open
  - 7:30pm – Rodeo performance
  - 9:30pm/10:00pm – Post-Rodeo dance in the Pavilion
  - Midnight – Rodeo dance ends and grounds are cleared & closed
  
- Saturday, August 24<sup>th</sup> –
  - 4:30pm – Gates and parking open
  - 7:30pm – Rodeo performance
  - 9:30pm/10:00pm – Post-Rodeo dance in the Pavilion
  - Midnight – Rodeo dance ends and grounds are cleared & closed

## TERMS AND CONDITIONS:

**Insurance:** ALL VENDORS must provide a Certificate of Insurance (COI) naming the “THE RAMONA RODEO FOUNDATION” as additional insured, by July 15, 2024.

**Payment:** FULL PAYMENT must accompany your application. Cancellations after June 30<sup>th</sup> will forfeit 50% of their vendor fee. Cancellations after July 15<sup>th</sup> will be non-refundable. This is a rain or shine event.

**Sales Tax:** Is the responsibility of each vendor.

**Health Certificate:** Food vendors are required to submit a copy of your current health certificate to the Rodeo Committee and the County of San Diego. If required by the County, food vendors will also need to submit a TFF (Temporary Food Facility) application to the County.

**Alcohol:** Vendors are NOT permitted to bring alcohol into the Rodeo Grounds for sale or personal consumption. NO EXCEPTIONS.

**Weapons:** Vendors are not permitted to have weapons of any kind. At no time may any vendor sell or give away any type of weapon. NO EXCEPTIONS.

**VENDOR BOOTHS & INFORMATION:**

**Booth Size, Vendor Type & Fees:**

<b>Vendor Type</b>	<b>Early Bird Fee (thru 6/14)</b>	<b>Regular Fee (6/14 – 7/1)</b>
10' x 10' Food Vendor	\$500	\$550
10' x 20' Food Vendor	\$900	\$950
10' x 10' Retail Vendor	\$350	\$400
10' x 20' Retail Vendor	\$650	\$700
10' x 10' Non-Profit (informational only, no sales)	\$50	\$75
10' x 10' Non-Profit (sales allowed)	\$75	\$100
10' x 10' Law Enforcement/Military	\$50	\$75
10' x 10' Local handcrafted	\$150	\$175

**Booth Size:** All of your set up and belongings must be contained within your purchased booth space. Vendor booth space and size will be strictly enforced. If you have specific needs that fall outside of our listed booth options, please include them in the additional notes section of the vendor application. Vendors who violate their booth size may incur an additional fee, be relocated to an alternate location and/or be asked to leave (no refunds given).

**Staffing:** Booths must be manned at ALL times while the gates are open for the entire 3-day event. Booths must be manned and ready for sales no later than thirty (30) minutes prior to gates opening each day.

**Vendor Wristbands:** All individuals at your booth MUST have a vendor wristband (including children). Vendor wristbands DO NOT include access to Rodeo arena seating, VIP, Preferred, Corporate Select, or Cowboy Host areas. Broken vendor wristbands may be replaced only if all pieces of the wristband are present. Lost wristbands will incur a \$10 replacement fee.

**Vendor Parking Pass:** Everyone working in your booth will be required to have a personalized parking pass to park in the vendor parking lot. NO EXCEPTIONS.

**Included Wristbands & Parking Passes by vendor type:**

<b>Vendor Type</b>	<b>Wristbands Included</b>	<b>Parking Passes Included</b>
10' x 10' Food Vendor	4	2
10' x 20' Food Vendor	6	3
10' x 10' Retail Vendor	2	1
10' x 20' Retail Vendor	4	2
10' x 10' Local handcrafted	2	1

Non-Profit Vendors – Please discuss wristband and parking pass needs with the Vendor Committee.

Law Enforcement & Military Vendors – Please discuss wristband and parking pass needs with the Vendor Committee.

**Additional vendor wristbands and vendor parking passes:**

May be purchased in advance for individuals working in your booth\*.

Additional Vendor Wristband - \$10 each

Additional Vendor Parking Pass - \$5 each

\*Quantity limits at the sole and absolute discretion of the Vendor Committee.

**Location:** Vendor booth locations will be determined at the sole and absolute discretion of the Rodeo Committee.

**Power:** Vendor booths DO NOT include power access. Power must be requested in advance and may incur an additional fee.

**Set-up:** Vendor set-up will be on Wednesday, August 21<sup>st</sup>. Load-in windows will be coordinated according to final booth placement and communicated by the Vendor Committee in advance. Not all vehicles will be allowed on the grass. Please plan to bring a hand truck or be prepared to carry your booth materials/equipment to your location.

**Breakdown & Load Out:** NO breakdown will be permitted before the conclusion of the final Ramona Rodeo performance on Saturday, August 24th, 2024. At no time will any vendor vehicles be permitted to operate inside the Rodeo Grounds while attendees are present. Please note that there is a post-rodeo dance in the Pavilion that will happen after each performance and conclude at midnight. All vendors are welcome to remain open (especially our food vendors), but are not required to remain open after the conclusion of each rodeo performance.

**Safety Requirements:** All booths are required to have a fire extinguisher in the booth at all times. All canopies, shades and table coverings must be fire retardant and are subject to inspection by the Fire Marshall.

**Change:** There are no accommodations available to make change. Please be prepared.

**Security:** There will be 24 hr. security on the grounds beginning the evening of Wednesday, August 21<sup>st</sup>, however, valuables should be monitored or locked up at all times. THE RAMONA RODEO COMMITTEE WILL NOT BE HELD LIABLE FOR LOST OR STOLEN ITEMS FROM THE BOOTHS AT ANY GIVEN TIME.