



December 6, 2008
Seasonal Tree Lighting
Vendor Rules and Procedures



1. The City of El Centro reserves the right to assign vendor spaces and will do our best to meet any special needs or requirements.
2. Set-up begins at 2:00 PM. Vendors must be open and ready for business by 4:30 PM, December 6, 2008.
3. Vendors are responsible for all costs, labor, materials, equipment, tenting, and supplies and any other items necessary for the performance of their participation in the "2008 Seasonal Tree Lighting."
4. Certificate of Insurance must be up to date.
5. Food Vendors must also obtain, show proof and provide a copy to the City of El Centro of a Food Permit from the Imperial County Health Department prior to November 28, 2008.
6. Must abide by all Health Department Rules and Regulations and display permit on booth visible to the public.
7. Entries will be processed on a first-come first-served basis and no space will be held without application/entry fee being turned in.
8. Vendors must provide their own tables, equipment and utensils used in vending.
9. Recommend each vendor bring a trash can and garbage bags.
10. No electricity is available at the event site.
11. Generators, propane heaters are permitted for heating purposes but will be used at the discretion and responsibility of the vendor using them.
12. Each vendor will be responsible for cleanup within their assigned space and are expected to do so within a timely manner.
13. No outside entertainment (ex: bands, karaoke, singers, radio, etc) will be allowed in vendor booths.
14. We encourage you to decorate your booth and please be creative!
15. Any violation of these rules may be grounds for disqualification, eviction from the 2008 Seasonal Tree Lighting future denial of participation.

For more information contact
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