



## VENDOR/EXHIBITOR General Information

**Date:** Thursday, December 7, 2023

**Time:** 6 - 8 p.m.

**Vendors/Exhibitors Check-in:** 1 p.m. at assigned location, unless otherwise noted.

**This is a CHRISTMAS THEMED FAMILY ORIENTED parade. It is not an appropriate venue for political ideology, campaigns or social statements. The Committee continues to plan for presenting a "live" parade, rain or shine.**

Applications accepted starting Wednesday, August 16, 2023

"DATES"

**DEADLINE:** Thursday, October 26, 2023 by 4:30 p.m.

"DATES"

Notice to Vendors of inclusion into 2023 Parade: (Anticipated) November 3, 2023

**COMPLETE ALL INFORMATION - TYPE OR PRINT LEGIBLY. Attach additional pages if needed.**

### INSTRUCTIONS:

Read all rules and regulations and then complete sections 1-3 of this application.  
Retain a copy of sections 1-5 for your records.

### RETURN THE FOLLOWING: (1 application for each unit, cart and/or stroller)

- 1. Completed Sections** 1, 2 and 3 of this Vendor/Exhibitor Application
- 2. Vendor/Exhibitor entry fee** (see Section 2 of this application)  
Remittance: Checks, cashier's checks and money orders are accepted payable to: **Bakersfield Christmas Parade Committee, Inc.**
- 3. List of merchandise, food and beverages** to be sold (see SECTION 2)
- 4. Photo or drawing of booth layout, photo of merchandise, food menu** (see SECTION 2)
- 5. Evidence of Insurance** (see Section 4 of this application)
- 6. Current Health Permit** (if applicable)
- 7. Copy of Current Business License**
- 8. Active Retail Sales Permit**
- 9. Any other licenses/permits** as may be required for your particular business.

### Please mail your completed application and all other required information to:

Bakersfield Christmas Parade Committee, Inc.,  
Attention: Sylvia Cariker  
P.O. Box 22344  
Bakersfield, CA 93390

**Questions: call** (661) 501-3297 or email [bakersfieldchristmasparade@gmail.com](mailto:bakersfieldchristmasparade@gmail.com)

**Address:** Buck Owens Production Company, Inc., 3223 Sillect Ave., Bakersfield, CA 93308

## **SECTION 1: CONTACT INFORMATION**

**Person in charge of the entry:** All contact will be with this person and all correspondence sent to this physical or e-mail address. Please complete in full.

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

Tax ID Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## **SECTION 2: SPACE REQUIREMENTS, FEES AND DESCRIPTION OF MERCHANDISE**

### **INDICATE SPACE SIZE NEEDED:**

**Portable Structure (no stakes)**

10' x 10' @ \$125

10' x 20' @ \$175

**Mobile Units:**

10' x 20' @ \$175

**Push Carts/Strolling Vendor:**

1@ \$100

Provide list with description of all merchandise to be sold: must be specific for all merchandise, food and beverages to be sold. Info supplied to KC Environmental Health.

Send a photo of your booth layout or merchandise with this application. Food vendors must provide a picture and layout of your booth and a completed menu.

**Merchandise not listed may not be sold!**

Descriptions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **SECTION 3: STATEMENT OF COMPLIANCE**

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

**This application does not guarantee acceptance into the "Christmas Square" Marketplace locations or to Bakersfield Christmas Parade activities. Selection of vendors, exhibitors and their Marketplace location placement is at the sole discretion of the Bakersfield Christmas Parade Committee, Inc.**

Participants are asked to remember that the purpose of the parade is to provide enjoyment and fun for the members of the community. All items for sale shall be appropriate for children under the age of 18. The Bakersfield Christmas Parade Committee reserves the right to approve or deny participation into its "Christmas Market Place" locations. Non-compliance with any ruling could result in removal from "Christmas Market Place" locations. Should removal be necessary, there will be no refunds for fees paid. If cancellation is necessary for any reason, after acceptance into the parade has been confirmed by the Parade Committee, fees previously paid shall be forfeited to the Parade Committee and may be considered a donation to the parade. Please read and follow parade rules and instructions as they will be a helpful guideline for making your day go smoothly.

On behalf of the above-mentioned organization, I hereby waive and refuse any and all rights and claims for damages against the Bakersfield Christmas Parade Committee, and/or its sponsors, agents, officers, volunteers or members. I also agree to abide by all the guidelines and regulations as outlined by the Committee and understand that this information is being obtained for the purpose of registration. The applicant hereby consents to public access to the information being provided in this request. Additionally, the undersigned voluntarily consents to use of participant's photograph, name, image and likeness (recordings), and waives and releases the Bakersfield Christmas Parade Committee or designees from any and all claims, causes, damages, liabilities and/or actions arising there from and/or relating thereto, whatsoever, provided said use shall be for non-commercial purposes in connection with advertising, administrative, programmatic and promotional activities and materials. In connection therewith, participant grants a royalty-free, irrevocable permission to use, reproduce, publish, broadcast and distribute the recordings.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### **SECTION 4: INSURANCE REQUIREMENTS**

All Parade Vendors/Exhibitors must have insurance naming the Bakersfield Christmas Parade Committee as an additional insured. It **MUST INCLUDE** the following language (word for word): The Bakersfield Christmas Parade Committee, officers, agents, employees, volunteers, vendors and contractors as indemnified and additionally insured against any and all loss, damage or injury which occurs as a result of an appearance in the Bakersfield Christmas Parade. **INSURANCES WITH DIFFERENT LANGUAGE WILL BE REJECTED.** Participants must provide general liability coverage with a minimum coverage of \$1,000,000. **Applications without proof of insurance will be rejected. "Sample" insurance form at our website, [bcparade.com](http://bcparade.com) @ "Participants" screen.**

**Questions:** call Sylvia @ (661) 501-3297 or email [bakersfieldchristmasparade@gmail.com](mailto:bakersfieldchristmasparade@gmail.com)

#### **SECTION 5: VENDOR/EXHIBITOR GENERAL INFORMATION, RULES, REGULATIONS**

**SANTA:**

Replicas of Santa or persons dressed, as Santa will not be allowed in the parade or marketplaces. The only entry that is allowed to have a live Santa Claus will be the "Official Santa Float" — the very last entry. Any group failing to adhere to this will be removed from the lineup (it can be quite disturbing to small children when they see more than one Santa.) Santa hats are allowed and encouraged!

**MRS. CLAUS:**

Replicas of Mrs. Claus or persons dressed, as Mrs. Claus are not allowed in the parade or marketplaces.

- APPLICATION FEES:** All entry fees are established to cover the cost of the parade and are non-refundable, for any reason, after date of acceptance. Entry fees for denied applications will be returned to the applicant.
- FEE PAYMENT:** All checks, cashier checks, or money orders must be made payable to: **Bakersfield Christmas Parade Committee, Inc.** A \$25 check return fee will be applied to any check returned by the bank. A \$25 check return fee plus appropriate returned check charges from the bank will be applied to any check returned.
- MAILING ADDRESS:** Bakersfield Christmas Parade Committee, Inc.  
P.O. Box 22344  
Bakersfield, CA 93390
- PHYSICAL ADDRESS:** Bakersfield Christmas Parade Committee, Inc.  
(Drop off applications) Buck Owens Production Company, Inc  
3223 Sillect Ave  
Bakersfield, CA 93308
- CONDUCT:** All participants must conduct themselves in a respectful and orderly fashion. ***The Christmas Parade Committee has a zero-tolerance policy toward dangerous/reckless driving at any time!***
- NON-COMPLIANCE:** Any vendor/cart or stroller vendor working without permission by the parade committee are subject to being cited by and removed by Kern County Environmental Health and or Bakersfield Police staff.
- WITHDRAW:** If your parade unit must withdraw, notify us at (661) 501-3297 **and** e-mail [bakersfieldchristmasparade@gmail.com](mailto:bakersfieldchristmasparade@gmail.com). **There are no refunds of entry fees for withdrawn entries.**
- SELF SUFFICIENT:** All vendors must be self-sufficient! An electrical or water connection to nearby business is not acceptable! Any vendor not in compliance may be removed upon notification from the lot owner of such a violation. The need of electricity, by generator, temporary water, trash removal or similar is the responsibility of the vendor.
- LOCATION:** The Bakersfield Christmas Parade Committee reserves the right to placement of all vendors/ exhibitors at any location and any comps (if any). The vendor coordinator will assign the location and notify you by email, fax, or phone all information needed for set-up.
- MARKETPLACES:** Tentative Locations(BCPC will assign):  
Santa Lane @ NW corner of 22<sup>nd</sup> & L Streets  
North Pole @ NE corner of 21<sup>st</sup> & H Streets  
Holly Lane @ SW corner of Eye & 21<sup>st</sup> Streets  
Elf Town @ Eastside Center of G Street between 21<sup>st</sup> & 20<sup>th</sup> Streets  
Northern Lights @ SE corner of Eye & 20<sup>th</sup> Streets  
Candy Cane Lane @ SE corner of 20<sup>th</sup> & K Streets  
Reindeer @ SW corner of L @ 20<sup>th</sup> Streets
- CHECK-IN TIME:** Set-up time starts at 1 p.m. , unless otherwise advised at time of securing vendor location. Breakdown begins at 8 p.m. for all locations
- Parade Route Access** No parade spectators, entrants or vendors shall have vehicular access to the parade route once secured by the Bakersfield Police Department until their re-opening of said route. **Be aware of pedestrians within the route.**

**CLEAN UP:**

Vendors and Exhibitors are responsible for clean up of trash at their locations when closing down for the evening. Please pick-up after yourself.

**Questions or Additional Information**

(661) 501-3297 or email [bakersfieldchristmasparade@gmail.com](mailto:bakersfieldchristmasparade@gmail.com)

**WEBSITE:**

[www.BCParade.com](http://www.BCParade.com)

