



The Lompoc Valley Chamber of Commerce & Visitors Bureau invites you to participate in the 2017 Old Town Market

The Lompoc Valley Chamber of Commerce will sponsor the Friday night Old Town Market as in past years. We look forward to seeing you there!

Our goals in promoting this event are to:

- Create a positive image of Old Town Lompoc and expose the community to retail stores and services offered in Lompoc
- Generate foot traffic in the Old Town area on Friday nights and promote the Old Town area as a center for retail, social and civic activities
- Provide a family oriented forum for community activities and business promotion.

This year's event will be held from June 30 through August 18, from 5:00-8:00 pm. The cost of a 10' x 10' space for this event is listed on the attached application. If your booth space exceeds 10' in width, you must reserve and pay for more than one space. Set up is not allowed on the sidewalk or into the neighboring designated space. Vendors are encouraged to sign up and prepay for all nights they wish to attend at the beginning of the season to secure a spot. Spaces go fast!

Vendors who prepay *and* reserve a space for all 8 weeks will receive ONE NIGHT FREE!

- All booth spaces must be prepaid and payment ***must be received*** to secure your space. Payments are non-refundable and payment must be received by 5:00 pm the Wednesday prior to your scheduled night at the latest. We accept payments via cash, check or credit/debit card. Vendors who have not paid by this time will not be given a space, no exceptions.
- Vendors may begin setting up as early as 2:00 pm and initiate selling at that time, although the event officially begins at 5:00 pm. Check in with a Chamber staff member to be assigned your space number. Booths should be ready for the event to start at 5:00 pm and should not be dismantled before 8:00 pm.
- Vehicles may not be parked in the alleys - they must be clear at all times or risk citation. Vehicles may pull through the west alley, park in front of the median on South H for unloading, then pull through the opposite alley to park. The alleys will be open from 2:00 – 4:00 pm.
- The street will be marked showing booth numbers and their allocated area. Canopies must be 10'x10' feet with the rear legs resting against the street curbing. Vendors are required to bring their own tables, chairs and materials. No smoking, burning candles or incense are permitted.
- To maximize each vendor's success, only one vendor per direct sales company, per night, will be allowed. We reserve the right to limit the number of vendors in a specific category.
- Vendors who sell their products on a regular basis will need to have a California Seller's Permit. This can be obtained by calling the State Board of Equalization at 1-800-400-7115. We will need to have your Seller's Permit Number as indicated on the enclosed application. Vendors selling food products will be required to provide their Santa Barbara County Health Department Cottage Food Operation Record Number, as indicated on the enclosed application.

Please sign below to indicate that you have read and agree to all the terms as stated above:

Signature: _____ Date: _____



OLD TOWN MARKET 2017 Vendor Application

Cottage Food Operation (CFO) Booth

Name of Organization or Business: _____

Contact Person: _____

Address: _____ City/Zip: _____

Phone Number: _____ Fax Number: _____

E-mail: _____

We wish to participate in the Old Town Market on the following Friday Nights:

- June 30
- July 7
- July 14
- July 21

- July 28
- August 4
- August 11
- August 18

_____ **ALL OF THE ABOVE DATES**

PAY FOR EVERY NIGHT IN ADVANCE AND GET ONE NIGHT FREE! (8 for the price of 7)
No refunds for no-shows or cancellations

We will sell*/display: _____

Limited electricity is available on a first come, first served basis. If you require electricity, you must indicate that on your application for planning purposes. It is recommended that you provide your own power source, if needed.

**If selling food products, please give your Santa Barbara County CFO Record Number # _____
This will be verified through the Santa Barbara County Public Health Department*

Space Fees – CFO Booth	
<i>Chamber Member Rate:</i>	<i>\$15/night</i>
<i>Non-Chamber Member Rate:</i>	<i>\$25/night</i>

Completed application and payment must be in the Chamber office by Wednesday of each week. Vendors will not be allowed to set up without pre-paying for their space. Payments are non-refundable.

If you are unable to be at the market on your specified date, please call the Chamber at 805-736-4567 by noon on Thursday.

Return this form to:
Lompoc Valley Chamber of Commerce
HAND DELIVER TO: 111 South I St

MAIL TO: P.O. Box 626, Lompoc, CA 93438
FAX TO: (805) 737-0453
EMAIL TO: accounting@lompoc.com