Western Region Puerto Rican Council

A NON PROFIT 501(c)(3) ORGANIZATION
P O. Box 2028 - San Jose, CA 95109-2028
www.wrprc.org

Dear Corporate Vendor:

The Western Region Puerto Rican Council presents our 34th Annual ***SCHOLARSHIP FUNDRAISING EVENT*** El *"Día de San Juan" Festival* 2012. This year's festival will be held on Saturday June 23RD, 2012, 11:00am – 7:00pm, at:

San Jose Historical Museum Park
1650 Senter Rd. – San Jose, CA 95112
408/287-2290

The WRPRC is committed to bringing our guests a first rate selection of food, Corporate, promotional and informational literature. If you are interested in participating in this year's event as a corporate vendor, please submit the enclosed vendor application forms on or before midnight May 1st, 2012. Returning vendors in good standing with El *"Día de San Juan"* Festival are encouraged to submit applications early to secure a space. However, past participation in El "DDSJ" Festival does not guarantee acceptance. Applicants will be reviewed for cleanliness, past performance, previous year's compliance, overall customer satisfaction and professionalism.

Please take this moment to review the 2012 El "Día de San Juan" Festival terms and conditions. We will accept checks, cashier's checks and money orders as forms of payment. Cash and Credit Card payments will not be accepted. To secure a prime location, please remit your application and payment as soon as possible to:

WRPRC
PO BOX 2028
San José, CA 95109
Attn: Festival Committee

Please provide your email address and a current phone number to receive up to the minute information on the status of your vendor application. If you should have any questions, please feel free to contact us at: wrprc@hotmail.com or visit us at our website; www.WRPRC.org. We appreciate your business and look forward to seeing you at El "Día de San Juan" Festival Scholarship Fund Raising Event!

Sincerely,

Zoraida Medina
Vendor Coordinator
209/597-3824

cc: WRPRC Board

EL "DÍA DE SAN JUAN" FESTIVAL 2012

SCHOLARSHIP FUNDRAISING EVENT

*** * * CORPORATE VENDOR APPLICATION FORM * * ***

(Please print clearly)

Business Name: _____

Your Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

(REQUIRED) Phone: _____ Fax:_____

Email Address: _____

☐ New applicant ☐ Returning applicant

Business License No.: _____ **(mandatory)**

Corporate Booth Fees

- 10'x10' Single Vendor Space and non profits (Canopy/Booth not included) **$400.00**
- **Refundable** Cleaning Fee (see #9 Festival Terms and Conditions) **$100.00**

Please provide a brief description of corporate items for sale or services being promoted.

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NOTE: To secure appropriate vendor space rental, vendor fee's and all pertinent documentation to conduct business must accompany your signed vendor application form. Incomplete packets will ***not*** be considered. All vendors **must** have a business resale license for the required collection of sales tax. Please provide a copy with your application. ***ACCEPTED VENDOR FORMS AND FEES ARE NON REFUNDABLE AND NON-TRANSFERABLE. ***

Festival Terms and Conditions:

1.) El "Día de San Juan" Festival Scholarship Fund Raising Event holds the exclusive rights to sell **ALL** beverages including but not limited to alcoholic and ethnic drinks. Vendors are **not** permitted to sell any drinks of any kind at El "Día de San Juan" Festival 2012 Scholarship Fund Raising Event.

2.) The WRPRC shall have sole discretion to vendor booth/space placement.

3.) Doors open at 6:30 a.m. - to 10:00 a.m. for vendor set up. Vendors will not be granted access to the festival grounds if he/she arrives after 10:00 a.m. The fees paid are non-refundable and shall be forfeited if vendor arrives later than 10:00 a.m.

4.) Vendor is permitted to bring a maximum of three **(3)** assistants with him/her at no cost. Vendors that exceed the limit of three **(3)** assistants are subject to pay the advanced ticket price of $20.00 for each additional assistant/volunteer and/or representative. Vendor and all assistants must show valid ID during check in. For more than three **(3)** assistants, please present your paid ticket to the gate attendee or you may purchase your ticket at time of check in.

5.) The vendor agrees to sell only those items for sale as indicated on vendor application and approved by the Western Region Puerto Rican Council (WRPRC). Corporate vendors may sell or display only corporate items.

6.) Vendor must show proof of license to conduct business in the State of California.

7.) The Council and/or park shall not be responsible for vendor's failure to bring the appropriate supplies to conduct business.

8.) Vendor must maintain booth/canopy area clean and free of food, debris, etc., at all times. Damage to History Park grounds is prohibited. Vendor applications will not be not be honored for future festivals if found in violation and are subject to a fine.

9.) Tear down **cannot** begin before 6:00pm and **must** be completed by 8:30pm.

By submitting this vendor application, I/We hereby waive, release and discharge any and all claims for damages for personal injury, death or property damage which may occur as a result of participation in the 34th annual "Día de San Juan" Festival. I/We agree for myself, my heirs, administrators, executors and assigns, that I/We shall indemnify, make no claim and hold harmless the Western Region Puerto Rican Council, its committee, agents, and its affiliated member club organizations: Centro Borinqueño de Mountain View (CBMV), Puerto Rican Civic Club (PRCC) of San José, Club Puertorriqueño de San Francisco (CPSF), Puerto Rican Union of Mutual Aid (PRUMA), Puerto Rican Organization United for Development (PROUD), any individual Council Member, Club Member, Delegate, Alternate, Member at large, and any person or organization affiliated with the Festival, the Park, City of San Jose, their respective elected and appointed officers, official agents and employees and their staff from any and all claims, demands, actions or suits arising out of or in connection with my participation in this event.

I have read, understand and agree to the terms and conditions as set forth herein. The WRPRC, its affiliated clubs and/or representatives make no representation to the potential profitability of the Festival.

Vendor Information (PLEASE PRINT CLEARLY):

Print your name: _____

Business Name: _____

Vendor Signature: _____ Today's Date: _____

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Customer Care Report

Your feedback and comments are important to us. As we continually strive to improve our current processes, your input is key to understanding where we need to improve as well as knowing what went well. After the festival, please take time out of your busy schedule to tell us about your experience with the 2012 El "Día de San Juan" Festival vendor set up, vendor location, volunteer staff, security, parking, etc. This is a ***great*** opportunity for **YOU** to express your thoughts. The WRPRC would like to thank you in advance for your valuable input. We look forward to hearing from you!

Please remit to:
WRPRC
P.O. BOX 2028
San José, CA 95109-2028
attn: DDSJ 2012 Committee – Customer Care Report

Or send as an attachment to: WRPRC@hotmail.com

- ***What did you like about El "Día de San Juan" Festival 2012?***

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- ***What can we do better next year?***

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- ***Additional Comments:***

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