

October 14 & 15, 2017 11-5PM

Festival Admission:

\$10 pre/ \$15 day of
Kids 12 and under free both days
2 day pass \$15 - **presale only**
2016 Attendees @1,200 - 2 day (For FEE)
2015 Attendees @850 - 1 day (FREE)



This space for office use ONLY:

Payment: \$ _____ Date: _____
Check # _____ Cash _____ PayPal _____
Marketing Fees \$ _____ Ad Size _____
Space # _____ Qty Passes _____
License Fee _____ Status: _____

Questions? Call 805.766.0861

**Oxnard Steampunk Fest 2017
VENDOR APPLICATION**

Vendor Details

Business Name: _____ Contact Name: _____

Day Phone () _____ Cell Phone () _____

Address: _____ City, State, Zip: _____

Email¹: _____ Website: _____

CA State Seller's Permit # _____ City of Oxn. Business License² # _____

Emergency Contact, Name & Phone #: _____

Social Media links: _____

¹Please print neatly. By providing your email address, you agree to be added to our email list so that we may contact you with important event details and updates. Juried applicants will be considered on the following criteria: 1) Number of Steampunk and/or Victorian items (60% of product); 2) variety of items offered that would be of interest to attendees. ²Oxnard Business License is required & you may purchase a temporary license for the weekend for \$20.

Products & Services (check one) Retailer Artist Distributor Publisher Manufacturer Non-Profit Fed Tax ID # _____

Description of products being sold/price point: _____

Type of Space Requested: circle selection:

6 ft table space (1 Pass) Sat/Sun \$50
10x10 booth space (2 Passes) Sat/Sun \$150
10x20 double booth (4 Passes) Sat/Sun \$225
Electricity (Amps _____) \$40
Oxnard Business License \$20

Limited number of single day spaces available	
Sat \$35	Sun \$35
Sat \$100	Sun \$100
Sat \$140	Sun \$140

Special Requests: _____

Additional Vendor Passes @\$5 x _____ Qty=\$ _____ Total Due: \$ _____ + Total Marketing Fees:\$ _____ = Grand Total \$ _____

Payments Accepted: Cash, Certified Check to 'OHF' or Credit Card/PayPal payment to info@oxnardsteampunkfest.com

Mail check payments to **Attn: Oxnard Steampunk Fest, 504 Douglas Ave, Oxnard, CA 93030.**

All Payments due at time of application submission. Cash payments can be made by appointment call (805) 766-0861.

This is an outdoor event. Vendors will need to supply their own tables, set up equipment and shade and weight. To use a generator, you must get approval from the Steampunk Fest Committee. Thank you and we look forward to having you attend.

Hold Harmless Agreement:

In consideration of being permitted to participate in the Steampunk Fest, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which I may have or which may hereafter accrue to me, as a result of the participation in said activity. This release is intended to discharge in advance the Oxnard Heritage Foundation, Heritage Square, Friends of Heritage Square, Oxnard Steampunk Fest Committee, sponsors, and agents from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity may involve an element of risk and danger of accidents involving those risks. I hereby assume those risks. It is further agreed that this waiver release and assumption of risks is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost, or expense which may incur as a result of my death or any injury or any property damage that I may sustain while participating in said activity. I understand that the event is outdoors and the Oxnard Steampunk Fest Committee will not accept any responsibility for product damaged due to inclement weather. Please keep a copy of your application as proof of payment.

Signature of Participant: _____ Date: _____

OXNARD STEAMPUNK FEST VENDOR MARKETING OPPORTUNITIES

Additional marketing opportunities are available for your merchandise promotion:

FACEBOOK/INSTAGRAM/TWITTER

- Post of an image of your products on our Facebook and social media sites, boost included, approximately 2,000+ impressions. Please provide jpeg 6"x 6" at 300 dpi and descriptive text that we may edit. Photos subject to approval. (Digital Images due ASAP) **\$10**

Total \$ _____

WEBSITE

- Linked Logo on our website (no larger than 3" wide x 1.5" high) (Digital Artwork in form of jpeg at 72 dpi due ASAP) **\$10**

Total \$ _____

PROGRAM ADVERTISING

Advertising is available in the printed program. The program size is 8.5 x 5.5 inches. Advertisements are placed throughout the program and are black and white. Please send camera ready artwork* in the form of a jpeg at 300 dpi.

- Business Card (3.875" wide x 2.5" high) - **\$30**
- Half Page (5" wide x 3.875" high) - **\$60**
- Full Page (5" wide x 8" high) - **\$90**
- Full Page COLOR (5" wide x 8" high) - **\$120** (only two available)

Total \$ _____

PRODUCT DEMONSTRATIONS

A demo allows your customers to see and feel your products. Usually known as "make and takes," please let us know if you'd like to provide a demo at your booth. There is no cost to have your own demo. Time slots are on a first come first served basis. Demo tables and chairs also available on limited basis.

- Yes, I'd like to demo my products (please describe what you will offer/time it takes/maximum amount that can attend, etc.): _____

Demo Time Frame: _____ Cost: _____

- Select one or more times to have your demo

Sat/Sun 11AM-12PM Sat/Sun 12PM-1PM Sat/Sun 2PM-3PM Sat/Sun 3PM-4PM

TOTAL MARKETING FEES \$ _____

All Fees due with application

*All artwork due by September 1st to be included in the program.

Oxnard Steampunk Fest Merchant Cover Letter

You are invited to participate in the 3rd Annual Oxnard Steampunk Fest. We can provide a great opportunity to promote and market your company's products and services in the greater Ventura County Area. This is an excellent way to reach more than 2,000 participants and spectators. Plan now to be involved and catch all of the excitement of the Oxnard Steampunk Fest 2017.

Become a vendor at the Oxnard Steampunk Fest, Saturday, October 14th and Sunday, October 15th – Merchant Bazaar (Vendor Marketplace) is open 11:00-5:00 PM both days. **Register early! Applications are accepted until spaces are full.**

Deadline to request marketing space in the program is September 1st. Applications are juried to ensure that we have a good selection of items – both for attendees and to ensure that vendors aren't overly competing against each other with similar items. Please submit your application with fees by no later than September 13th, 2017 to be included in the program layout/map.

VENDOR REQUIREMENTS

City of Oxnard Business Tax Certificate

Since this event takes place in the City of Oxnard, a City of Oxnard Business License (Business Tax Certificate) is required. If you do not have a City of Oxnard Business License, a temporary one may be purchased from the Oxnard Heritage Foundation for \$20.00 (umbrella price for the weekend). If you are using your own, documentation of current license will be required by September 1st or your booth space will be forfeited.

Sales Tax

Vendors are responsible for collection and payment of sales tax. The tax rate of Oxnard is 7.75%.

BOOTH INFO

We have three booth types available:

6' Table Space

For small crafters, we will have a limited number of 6' table spaces, (no tables will be provided). Also, you will need to provide your own shade that must be secured with weights to sustain possible winds. No 10 x 10 Tents in this space. Overstock may be kept under your table, but a long table cloth or drape table cloth is required to keep items out of view. You may share with a friend, but they will have to have their own license. Spaces are on blacktop. One Vendor Pass included. Each additional pass is \$5.

10' x 10' Standard Booth

A standard booth. Ability to use your own 10x10 EZE Up or Umbrella, must be secured with weights to sustain possible winds. No tables will be provided. You may share with a friend, but they will have to have their own license. Spaces are on blacktop. Two Vendor Passes included. Each additional pass is \$5.

10' x 20' Double Booth

Ability to use your own 10x10 EZE Ups or Umbrellas, must be secured with weights to sustain possible winds. No tables will be provided. You may share with a friend, but they will have to have their own license. Spaces are on blacktop. Four Vendor Passes included. Each additional pass is \$5.

There is no Wi-Fi Access onsite.

CANCELATIONS

If you cancel 90 days prior to the event, you are eligible for a full refund. If cancelled after 90 days, only 50% of vendor fees will be refunded. If you cancel 30 days or less, before the event, you forfeit your entire payment and will not be eligible for any refund. All cancellations must be made in writing. In the event that there are extreme weather conditions, the event will be cancelled and full refunds issued. Accepted applications will receive a confirmation email once the jury confirms the vendor participation and an info packet will be emailed approximately **TWO WEEKS** prior to the event. The packet will contain a layout map, parking instructions and any last minute details. Please let us know if you have any questions. Vendor wrist bands will be sent with packet unless other arrangements will be made. **All unacceptable applications shall be notified as soon as possible.**

PLEASE KEEP THIS COVER LETTER FOR YOUR RECORDS

Mailing Address: 504 Douglas Ave, Oxnard, CA 93030 ~ Event address: 715 South 'A' Street ~ Oxnard CA, 93030
Phone: 805.766.0861 ~ Website: OxnardSteampunkFest.com ~ E-mail: info@oxnardsteampunkfest.com REV. 4/2017