



Bay Area Derby Girls

2012 Home Season Vendor Village Application

PLEASE NOTE: ALL VENDOR VILLAGE SPACE SELLS OUT EARLY.
PLEASE SUBMIT YOUR APPLICATION AT LEAST 1 MONTH PRIOR TO THE DATE OF THE EVENT IN WHICH YOU WOULD LIKE TO VEND – SEE BELOW FOR DEADLINES.

- All fees are due at least 1 week in advance of the date of the bout in which you are vending. You may pay for space at a single event or the entire season.
 - Vendor Fees paid on the DAY OF the event are an additional \$25.
- Cancellations are made at least 2 weeks in advance.
 - There is no fee refund for cancellations received less than a week prior to the event in which, one is vending. No exceptions.
- All Vendors check in with the Will Call Table upon arrival at the venue to enter, as well as to pay any remaining fees and/or submit raffle prize donations.
- Call Time for All Vendors is 4PM day of the event.
- Break down starts at the beginning of the 2nd half of the bout, and is up to the Vendor's discretion.
 - Vendor's must be completely broken down and ready to leave by 10:30PM @ the very latest.
- Bay Area Derby Girls are not responsible for misplaced, lost, broken or stolen items.
- Please bring signage, banners, decoration, scissors, tape, rope, monofilament, and any necessary display items you may need for your Vendor Village space, as we do not provide these items.
- Please provide at least (2) dates that you are interested in vending, in the event that one or more dates fills up.

Email completed & signed application to:

Sponsorship@bayareaderbygirls.com

Or send via USPS to:

Bay Area Derby Girls
PO Box 77582
San Francisco, CA 94107-7582

Payment can be made via PayPal:

Sponsorship@bayareaderbygirls.com

Bay Area Derby Girls 2012 Season Schedule:

Please check the dates you are interested in vending. Mark "1" as your first choice and "2" as your second choice.

- February 25, 2012 –Craneway Pavilion - **Deadline: Jan. 25**
- March 31, 2012 – Fort Mason – Double Header **Deadline: Mar. 2**
- May 12, 2012 – Fort Mason – Double Header **Deadline Apr. 12**
- June 16, 2012 – Craneway Pavilion - **Deadline May 16**
- July 7, 2012 – Craneway Pavilion - **Deadline June 7**
- August 4, 2012 –Oakland Convention Center - **Deadline July 4**

Contact Name: _____

Company Name: _____

Address: _____

City: _____

State Zip/Postal Code: _____

Phone Fax: _____

E-mail: _____

Web site address: _____

Please add following staff names:(limit of 2)

I would like to reserve the following: Please check one.

- 10' x 10' Vendor Village space for 1 bout - \$100
- 10' x 10' Vendor Village space for the entire season - \$500
- Food Truck Space(Outside ONLY) 1 bout - \$200
- Food Truck Space (Outside ONLY) entire season - \$1100
- Food Cart Space (Outside ONLY) 1 bout - \$100
- Food Cart Space (Outside ONLY) entire season - \$500
- 10' x 10' Food Cart Space (Inside) 1 bout - \$125
- 10' x 10' Food Cart Space (Inside) entire season \$700

There is no fire, or open flame permitted inside ANY venue.

All Vendor Village spaces are 10' x 10' and a table & (2) chairs are provided, additional amenities are provided for the following: (Please check what your booth will need, if anything.)

- 20' x 20' space is an additional \$125.00
- Additional tables are available at for the rental fee of \$25.00 per event.
- Additional chairs are available at for the rental fee of \$10 per chair, per event.
- Electricity is an additional fee of \$25.00 per event. Vendor must provide own cords and cables.

TOTAL AMOUNT ENCLOSED: \$_____

WARNING! You MUST have a temporary seller's permit or a valid California resale license number, as well as any other required permits or licenses needed by the State of California, The Cities & Counties of San Francisco, Richmond and Oakland/Alameda in order to vend at Bay Area Derby Girls Bouts.

You may mail in your application and payment without a permit number, but one must be provided no later than 2 weeks prior to the event or you will not be allowed to vend.

TEMPORARY SELLERS PERMITS ACQUIRED FOR OTHER EVENTS ARE NOT VALID FOR THIS EVENT.

If you already have a valid resale license, please provide it in the space below.

PERMIT #_____

Please check one only & provide requested information.

- I am a service provider
- I am a food vendor
 - o Permit #_____
- I am a food truck
 - o Permit #_____
- I am a merchandise retailer
 - o Reseller #_____
- I am a non-profit
 - o TIN: _____

Please list product type you plan to bring. Some product may be restricted.
Not all applicants will be accepted.

Placement: Placement of your table is at The Bay Area Derby Girl's sole discretion.

Filling out of this application is not a guarantee of space or placement. No verbal agreements will be honored.

By submitting this application, I promise to comply with all of the rules and regulations set forth by The Bay Area Derby Girls and The Fort Mason Center, Craneway Pavilion and Oakland Convention Center, as well as all the laws of the State of California and the Cities of San Francisco, Richmond and Oakland. I further acknowledge that failure to abide by these rules may result in the loss of my vendor privileges without recourse or refund.

Acceptance of payment with this form should not be construed to mean payment in full or a guarantee of space.

NAME (typed or printed) _____ TITLE: _____
SIGNATURE DATE: _____

OBTAINING PERMITS & LICENSES

CALIFORNIA BOARD OF EQUALIZATION: <http://www.boe.ca.gov/pdf/pub73.pdf>

CITY & COUNTY OF SAN FRANCISCO

All retail food operations including - restaurants, bars, markets, farmers' markets, concession stands, mobile food units, licensed health care facilities, and temporary food events - must obtain a Permit to Operate from the Department of Public Health. Click on the appropriate link below for permitting information in regards to different types of food facilities.

- [Pushcarts and Mobile Food Units](#)
- [Temporary or Special Events](#)

CITY OF OAKLAND

TEMPORARY SELLER'S PERMIT: Temporary Seller's Permits are required for all vendors without a City of Oakland Business Tax License . If you do not have a Seller's Permit in the City of Oakland , you are required to pay a one-time fee to the City and fill out a Special Event Merchant Tax Application. Even if you have a California Seller's Permit, you must still obtain an Oakland Seller's Permit through the City of Oakland. It is your responsibility to obtain an application, fill out the form, pay the fee and submit the completed application directly to the City of Oakland . City of Oakland officials might show up at your event to check Exhibitors for sales permits.

To obtain and complete a tax permit application, please contact:

City of Oakland , Business Tax Division
Attention: Carol Harris
150 Frank Ogawa Plaza, 5th Floor, Suite 5342
Oakland, CA 94612
Tel: (510) 238-6757 or (510) 238-7474
Fax: (510) 238-6092

Health Permit – Food and Beverage Vendors Only

The Venue will be the official sponsor. I am hoping all the vendors have health permits. But those vendors that do not have a valid health permit from some city or county will need to obtain one via this form:
http://www.acgov.org/aceh/food/TFF_Application_Booth.pdf

CITY OF RICHMOND

A health permit is required for businesses that dispense food to the public. The permit must be obtained prior to opening.
County Health Department
2120 Diamond Blvd., Suite #200
Concord, CA 94520
925-962-2500

Sales & Use / Seller's Permit

If you will be selling tangible personal property in the State of California you must apply for a Sales & Use Permit.

[Board of Equalization](#)
1515 Clay Street, STE 303
Oakland, CA 94612
510-622-4100

State Income Tax / Corporate Income Tax

Every business in the State of California is required to submit an annual tax statement to the [Franchise Tax Board \(FTB\)](#).

1515 Clay St. #305
Oakland, CA 94612
800-852-5711

P.O. Box 77582
San Francisco, CA 94107-7582
www.bayareaderbygirls.com
TIN: 71-1045510

BOE-410-D REV. 5 (12-02)
STATE OF CALIFORNIA SWAP MEETS, FLEA MARKETS, OR BOARD OF EQUALIZATION SPECIAL EVENTS
CERTIFICATION

People who sell merchandise in California are generally required to hold a seller's permit.

You **may not** sell at this event unless you have a seller's permit or are not required to hold a permit.

- You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others.
- You are not required to hold a permit if you are only making "occasional" sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.
- Seller's permits can be obtained at any local Board of Equalization office at no cost to you. To find a Board office near you, call our Information Center at 800-400-7115 or check our website at www.boe.ca.gov. Permit applications can also be found online at www.boe.ca.gov/sutax/sutprograms.htm.
- If you obtain a temporary seller's permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

Occasional and Nontaxable Sales

- Occasional sellers are usually people who are not required to hold a seller's permit because they will not be making a series of qualifying sales.
- A person who has cleared their garage of used items accumulated for their own use and who sells only those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period.
- Some sellers who make only nontaxable sales are also not required to hold seller's permits. Examples include sellers of fresh produce or other cold food products sold "to go."
- Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

Section 6015 Retailers

Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller's permit when:

- (1) the product supplier is a Board approved section 6015 retailer,
- (2) the product supplier reports and pays tax on the actual "retail selling price,"
- (3) the individual is selling only those items purchased from the section 6015 retailer, and
- (4) the individual provides the name of the product supplier.

Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (e.g., Avon, Tupperware).

Verification of a seller's status is required by law. Please complete all four sections of this form. Please print.

SECTION 1: EVENT INFORMATION

EVENT NAME AND PLACE: _____
EVENT DATE(S): _____

SECTION 2: VENDOR INFORMATION

OWNER'S NAME: _____
MAILING ADDRESS: _____

(street number or P.O. box)

(city, state and zip code)

TELEPHONE NUMBER: _____
DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE: _____

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED:

SECTION 3: STATUS – Please check appropriate boxes and provide requested information.

- I hold a valid seller's permit. My number is: _____
- No sales of tangible personal property are being made or solicited at this event.

- I am not required to hold a seller's permit because:
 - My retail product sales are not subject to tax
 - My sales are exempt occasional sales
 - I sell on behalf of a section 6015 retailer

SECTION 4: CERTIFICATION

The above statements are certified to be correct to the best knowledge and belief of the undersigned.

NAME (typed or printed) _____ TITLE: _____
SIGNATURE DATE: _____