



RAILROAD DAYS REVIVAL

VENDOR INFORMATION AND APPLICATION

SUNDAY, OCTOBER 29TH, 2023

11:00 AM - 5:00 PM

PORTOLA CITY PARK | SOUTH GULLING STREET PORTOLA, CA



THE LOST SIERRA
— CHAMBER OF COMMERCE —

Primary Contact/ Event Coordinator:

Erin Wallace | (860) 268-7048 | Erin @lostsierrachamber.org

The Lost Sierra Chamber of Commerce is excited to announce that we are bringing the beloved event Railroad Days back to Portola! We've pushed the event to October to beat the heat and hecticness of summer and we will be starting with a 1 day harvest fair/brewfest. There will be food, local beer, harvest cocktails, music, activities and games for kids! We'll also be shuttling participants over to the Western Pacific Railroad Museum for their Pumpkin Train Rides. We'd like this event to not only be fun for all but promote our area and local businesses! This will be an annual event going forward and we hope to see it grow each year with you involved!

You may host a Harvest/Halloween fun booth to **fundraise**, promote your business or just for fun! Examples: Costume photo booth, carnival style games, ring toss, etc.

We encourage vendors to include a bowl of candy so the kids attending can go "trick or treating" at the event and visit all the vendors!

\$30 Vendor fee
\$15 Vendor fee for Lost Sierra Chamber members
(Note: vendor fee structure is subject to change for future events.)

The Lost Sierra Chamber of Commerce is currently accepting applications from potential vendors/participants to be part of Railroad Days Revival 2023.

VENDOR APPLICATION

OFFICIAL VENDOR/ BUSINESS NAME: _____

BUSINESS OR BOOTH DESCRIPTION: _____

APPROXIMATELY HOW MUCH SPACE DO YOU NEED?: _____

ELECTRIC/ WATER NEEDED (food vending only): _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT PERSON AND TITLE: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

I AM A:

NON-PROFIT

RETAILER/CRAFTER

FOOD VENDOR

BREWERY/ ALCOHOL BOOTH

RULES & REG'S

GENERAL GUIDELINES

- The Lost Sierra Chamber of Commerce reserves the right to accept or decline applications at our discretion.
- Beer and Food vendor spaces are flexible in size depending on needs.
- Retail and Info booth spaces are 10' x 10'
- Vendors are responsible for obtaining and displaying any event permits as required and operating within any local, state, or federal guidelines or laws.
- Vendor to provide tents, tables, chairs, weights (if needed), and displays. While the park is fairly level, the ground may not be completely level, bring leveling devices for displays. This is an outdoor event; be prepared for all types of weather.
- Vendors must be set up prior to 11am and remain open for the entirety of the event. No early closures.
- Vendors must maintain a clean area and return their areas to pre-event condition..
- No vehicles of any type may be driven on the grass or sidewalks or parked on or near exhibitors' assigned locations **during the event**. Vehicles will have easy access for set up and tear down and will be directed to close secure parking for the duration of the event.
- Vendors selling food must be current with CA Health and Sellers Permits (Please send copy with application)
- All beer/wine/liquor sales must be through the chamber. More information on alcohol sales available by contacting Erin Wallace (860) 268-7048

TIMELINE

OCTOBER 20- Deadline for vendor application
OCTOBER 28 - Railroad Days Revival
7 AM - Event Setup begins
11:00 AM - EVENT BEGINS
5:00 PM - EVENT ENDS

This agreement shall be binding on the parties hereto, their successors, or assigns. It is agreed that neither party may convey, sell or assign this AGREEMENT without express written consent signed by both parties. This agreement shall be construed under the laws of the State of California and actions hereunder shall be in Plumas County, California. Failure to comply with this AGREEMENT shall entitle to terminate this AGREEMENT and to demand the immediate cessation of VENDOR activities, removal from the festival grounds, and forfeiture of any fees and deposits. The first notification shall constitute a warning; the second notification shall result in forfeiture of the deposit; the third notification may result in the termination of this AGREEMENT and removal of the VENDOR from the festival grounds.

BY SIGNING, I ACKNOWLEDGE AND WILL ADHERE TO THE RULES AND REGULATIONS

OUTLINED ABOVE. SIGNATURE: _____

DATE: _____

RELEASE AND HOLD HARMLESS AGREEMENT

RAILROAD DAYS REVIVAL 2023

I, _____ understand that my participation and/or
PRINT FULL NAME

involvement in **RAILROAD DAYS REVIVAL 2023** carries with it the potential for certain risks, some of which may not be reasonably foreseeable.

I further acknowledge that these risks could cause me, or others around me, harm, including, but not limited to, bodily injury, damage to property, emotional distress, or death.

I am a willing participant in Railroad Days Revival 2023.

By signing this agreement, I agree to release, indemnify, and hold harmless Lost Sierra Chamber of Commerce, it's individual members, board members, the City of Portola, as well as all their employees, agents, representatives, successors, etc. from all losses, claims, theft, demands, liabilities, causes of action, or expenses, known or unknown, arising out of my participation and/or my involvement in the **RAILROAD DAYS REVIVAL 2023**. I grant to the event organizer the right to take photographs of me in connection with this event, and authorize the organizer to use and publish the same in print and/or electronically. I agree that the event organizer may use such photographs of me with or without my name and for any lawful purpose, including for example such purposes as publicity, illustration, or advertising.

Signed:

PRINT FULL NAME

SIGNATURE

DATE

PRINT WITNESS FULL NAME

SIGNATURE

DATE

How to pay vendor fees:

- Send a **Check** payable to the Lost Sierra Chamber of Commerce and addressed to:
Lost Sierra Chamber of Commerce
Attn: Erin Wallace
PO Box 1043
Blairsden, CA 96103

- A **credit card** may be run by stopping by the Lost Sierra Visitors Center at 8989
Highway 89 Blairsden, CA 96103
OR
Over the phone by calling Erin Wallace (860) 268-7048.

EMAIL COMPLETED AND SIGNED FORMS TO: erin@lostsierrachamber.org

OR

MAIL TO: Lost Sierra Chamber of Commerce Attn: Erin Wallace PO Box 1043
Blairsden, CA 96103

OR

Fill out and submit on your computer via Adobe Acrobat

CHECKLIST:

COMPLETED VENDOR APPLICATION **ASAP TO SECURE SPOT**

PAID VENDOR FEE

SIGNED HOLD HARMLESS AGREEMENT (INCLUDED IN APPLICATION)

PLEASE INCLUDE COPY OF NECESSARY LICENSES/PERMITS (EI SELLERS PERMIT,
TEMPORARY SELLER'S PERMIT, CA HEALTH PERMIT, ETC)

THANK YOU FOR YOUR INTEREST IN RAILROAD DAYS REVIVAL 2023!

ERIN WILL BE IN TOUCH ASAP ONCE WE RECEIVE YOUR APPLICATION.

