

# Redwood City Almost Mothers Day Concert

## Saturday, May 13, 2017

Produced by the Redwood City Parks, Recreation and Community Services Department

### GENERAL INFO

The Redwood City Almost Mothers Day Concert is an event focused on children for families. This years performer is Andy Z and the Andyland Band performing from 11:15-12:45pm. Inflatable bounce houses will also be on hand for enjoyment. The event is free and open to the public. The event takes place in Courthouse Square and on Broadway in Downtown Redwood City.

### SCHEDULE & LOCATION

- Concert will take place in and around Courthouse Square in downtown Redwood City
- 11 a.m. to 1 p.m.
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### SETUP & BREAKDOWN

- Setup starts at 9:30 a.m. - All vendors must have their vehicles off the set-up area by 10:30 a.m.
- Breakdown must begin at 1:00 p.m.
- No early departures.

### BOOTH PROVISIONS

- 10' x 10' tent
- One 6' table
- Water and individual trash cans will not be provided.

### RESPONSIBILITY

The City of Redwood City, assumes no responsibility for any loss, damage, injury or claim arising out of the participants' acts or omissions, the applicant hereby agrees to hold the City of Redwood City harmless from any claim arising out of the applicant's entry, acts, or omissions in said event or any accident, injury or damage involved therein, including but not limited to attorney fees and court costs.

### OPERATIONS

- The committee will make all placement decisions for vendors for the good of the event.
- There will be absolutely NO REFUNDS.
- All vendors who are required to have resale numbers are responsible for collecting sales tax. Tax numbers must be included on application.

### BOOTH RESPONSIBILITIES

- All safety and fire regulations must be observed.
- Each vendor is responsible for the condition of their space during and after the event.

### APPLICATION INFORMATION

WHAT TO INCLUDE:

- **Completely filled out application. Incomplete applications will not be considered**
- Payment in full via credit card, check, money order, or cashiers check.  
**Applications will not be considered unless payment is included.**

### ACCEPTANCE/SPACE ASSIGNMENT

- Community display space location will be first come, first served per the **postmark** on the application.
- Space assignments will be established the day of the event.
- If you have not been accepted into the festival, your payment will be returned with your non-acceptance letter.

### WHERE TO MAIL:

**Mothers Day Concert**  
**Redwood City Parks and Recreation Department**  
**1400 Roosevelt Ave Redwood City, CA 94061**

### BOOTH FEES & DEADLINE

Display Space—10' x 10'  
One- 6ft Table  
FEE: \$100

Deadline: **May 5th, 2017**, or when all spaces are full.

**Please make check/cashier's check/money order payable to: City of Redwood City**  
**Payment can be made by credit card also.**

Keep this copy for reference, turn in next page.

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## 2017 BOOTH APPLICATION FORM

Saturday, May 13, 2017  
Downtown Redwood City

Name of Organization \_\_\_\_\_

Type of Business \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Email address \_\_\_\_\_ Resale # \_\_\_\_\_

Space Fee Enclosed (see 1<sup>st</sup> page for fees) \$ \_\_\_\_\_ 100 \_\_\_\_\_

Additional tables (booth comes with one) \$ \_\_\_\_\_ (\$9 each)

Total: \$ \_\_\_\_\_

Would you like to display posters and flyers at your business? \_\_\_\_\_

**Please make checks payable to "City of Redwood City"**

Or

Credit Card #- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp- \_\_\_\_ / \_\_\_\_ Signature- \_\_\_\_\_

**Proposed booth display**

\_\_\_\_\_  
\_\_\_\_\_

I have read the attached information and agree to the rules & regulations stated. The City of Redwood City, assumes no responsibility for any loss, damage, injury or claim arising out of the participants' acts or omissions, the applicant hereby agrees to hold the City of Redwood City harmless from any claim arising out of the applicant's entry, acts, or omissions in said festival or any accident, injury or damage involved therein, including but not limited to attorney fees and court costs.

Name (please print): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

WHERE TO MAIL:	WHERE TO FAX:
Mothers Days Concert Redwood City Parks and Recreation 1400 Roosevelt Ave Redwood City, CA 94061	Community Activities Building 650-368-5087 C/O Albert Romero