

SAUSALITO WAG

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March 4, 2017
 Marinship Park
 11:00 a.m. – 3:00 p.m.
A fun place to get your WAG on!



Hello Dog Enthusiast,

It is so exciting that you want to participate in our first ever dog festival, the Sausalito WAG. This event is sure to be a success and with your participation we can't go wrong!

There are two opportunities for participation, as outlined below. Once you decide on which one is right for you just fill out the form below and send the appropriate documents and you're in!

Vendor Type	Cost (non-refundable)	Requirements	Benefits
Chihuahua	\$75	Show up, provide (1) raffle item (\$20 value) and (1) prize item (\$20 value)	10x14' booth space, exposure during raffle and dog show/games & contests, and business name listed on Sausalito Wag website
Mastiff	\$125	Just show up	10x14' booth space

SAUSALITO WAG VENDOR FORM

Name:		Vendor Type:	
Company name:			
Company address:			
City:	State:	Zip:	
Phone:	Email:		
URL:			
Description of wares:			
Signature:		Date:	

To reserve a booth space please sign and send a copy of this page and the Vendor Participation Agreement to Julie Myers at City of Sausalito, 420 Litho Street, Sausalito CA 94965 or via email at jmyers@ci.sausalito.ca.us. **To confirm booth reservation ALL required documents (COI & One-day Business License) and payments MUST turned in by February 4th, 2017.** Vendors who turn in their forms late may forfeit their booth space.

FOR OFFICE USE ONLY:

Received _____ Approved _____



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Event Details

FEE \$75-\$125 based on type of vendor chosen

BOOTH Approximately 10'x14'; Vendor is responsible for all fixtures: tables, chairs, tents and tent weights. Tent pegs/staking are NOT ALLOWED and tents must be weighed down with tent weights – sandbags, water jugs, etc. – to be allowed on site for safety reasons.

EVENT DETAILS Saturday, March 4, 2017; 11:00am – 3:00pm; Marinship Park, Sausalito
Set-up Times: 9:00am – 11:00am; Tear-Down: 3:00pm – 4:00pm

PARKING Temporary loading and unloading will be available in the parking lot next to the tennis courts. Parking will be available in the Marina Office Plaza Parking lot free of charge

INSURANCE & PERMITS & AGREEMENTS A **COI (certificate of insurance)** is required for all vendors.
For vendors selling merchandise they are required to obtain a **One-day City of Sausalito Business license**.
All vendors must sign the **Vendor Participation Agreement**

Certificate of Insurance Requirement

(For each vendor)

Each vendor must submit the following:

- A copy of your **Certificate of Liability Insurance** (COI) with dates that will be current on March 4, 2017 and with the **Description of Operations** section stating exactly:
 - The City of Sausalito, its officers, employees, elected and appointed officials, representatives, volunteers and agents are added as Additional Insured excluding workers' compensation and Employer's Liability policy as required by written contract but limited to the operations of the Insured under said contract and always subject to the policy terms, conditions and exclusions.
- And the **Certificate Holder** section stating exactly:
 - City of Sausalito, 420 Litho Street, CA 94965
- And a signed copy of the **Vendor Participation Agreement**

A sample of the COI is attached for your convenience.

One-Day Business License Requirement

(For vendors selling merchandise)

A One-day City of Sausalito Business License may be obtained the following ways:

- By telephone at 888-602-0239
- Online at Sausalito.HdLGov.com
- By Mail – call 888-602-0239 to request an application by mail.

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CITY OF SAUSALITO VENDOR PARTICIPATION AGREEMENT

1. _____ (“Vendor”) has applied to participate in the City of Sausalito Wag dog festival event (the “Event”). In consideration of the City of Sausalito (the “City”) granting Vendor a permit to participate in the Event, Vendor agrees to all the terms and conditions set forth in this Vendor Participation Agreement (the “Agreement”) as follows:

2. Vendor shall defend with counsel acceptable to the City in its discretion, hold harmless, and indemnify the City, its elected and appointed officials, officers, employees, agents, assigns, volunteers, and representatives against any and all claims, damages, losses, and expenses of every kind arising out of, or connected in any way to, the Event, Vendor’s participation in the Event, and/or this Agreement, including, without limitation, claims for loss or damage to property, injury to or death of any person, attorneys’ fees, expert fees, and costs of suit.

3. Within thirty (30) days of notice from the City, Vendor agrees to pay the City for any and all costs incurred by the City to repair damage to City property directly or indirectly caused by Vendor and/or its officers, employees, volunteers, agents and/or any person who was or reasonably should have been under Vendor’s control, in connection with the Event.

4. Vendor agrees that by bringing any animal to the Event, Vendor is doing so at Vendor’s sole risk, cost, and expense, and any harm, risk, or damage sustained by any animal directly or indirectly arising out of the presence of Vendor’s animal(s) at the Event shall be Vendor’s sole and exclusive responsibility.

5. Vendor is responsible for cleaning up any messes made by any of Vendor’s animal(s) during the Event.

6. Vendor hereby represents and warrants that each and every one of Vendor’s animals is healthy, free of parasites, and has all core and noncore inoculations including, but not limited to, rabies, distemper, bordatella, and parvovirus.

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- 7. Vendor hereby represents and warrants that Vendor’s animal(s) are not aggressive. Admittance of any animal to the Event is at the sole discretion of the City. If any of Vendor’s animal(s) engage in any behavior considered by the City to be of an aggressive nature, Vendor agrees to immediately remove the animal(s) from the Event, and Vendor agrees that it will not be entitled to any refund from the City.
- 8. Animals that have been cited under any California or local law as dangerous and/or vicious are prohibited from the Event.
- 9. This Agreement shall be signed by the Participant, or if the Participant is less than 18 years of age, by a parent or legally responsible guardian.
- 10. By signing this Agreement, I give my permission for my or my child’s image to be used to advertise the Event.

Sausalito Wag

Date: _____, _____, 2017

BY _____
(Printed)

(Signature)

IT’S _____
(Title)

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