



# 2024 Spring Festival OLD TOWN SAN JUAN

Hosted by San Juan Children's Education Foundation

San Juan Elementary School Friday April 26th 2024 2:00-7:00pm

## Vendor Application

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

List full description of items you will be selling, price range, and the brand, names and/or manufacturers. Use the back of this application if you need more space. No food vendors

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### Vendor Fee Based Options

Space rental is \$50 per booth (roughly 10'x 10'). Number of Spaces (max 3) \_\_\_\_\_ X \$50 = \$ \_\_\_\_\_

**Vendors are responsible for providing their own canopy, tables, chairs, tape, hammers, zip ties and table. (please bring weight or stakes for the canopy.) The theme is Old Town San Juan!**

### **Vendor Checklist – please provide these items with your application**

ξ Copy of reseller's certificate or vendor driver's license included Yes/No \_\_\_\_\_ ξ

Photo of merchandise and full description \_\_\_\_\_

By signing, I have read and fully understand the Vendor Fees and Information and I confirm the fee options selected above. Applications will be reviewed and you will be contacted to confirm your space. **The space is not reserved until the booth fee is received.** Also, please scan and email a copy of the completed vendor application to [michellem888@gmail.com](mailto:michellem888@gmail.com) 714.746.0118 place a check in the mail or venmo.

Vendor check in and set up: Set up time is 8:00am to 1:30 **You must be set up by 1:30.** When you arrive your space will be identified by name, if you cannot locate it please inquire with Michelle Muñeton. You will enter at the side gate signs will be posted to direct you. **NO EARLY BREAKDOWNS. YOU CANNOT DRIVE ANY VEHICLES ON THE SITE UNTIL 7:15pm AND ALL CHILDREN ARE CLEAR FROM THE SITE.**

SJCEF shall be held harmless of any stolen or damaged items belonging to vendors.

Acceptance Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_ **Please submit completed application and payment (payable to SJCEF) by April 22th, 2024 to:**

**SJCEF – 32158 Camino Capistrano, Suite A-122; San Juan Capistrano, CA92675 or drop off at San Juan Elementary School. Payments should be sent to the attention to the SJCEF Treasurer Or Venmo at @SJCEF with a fee of 1.9%+.10 = \$51.05**

Questions – Michelle Muneton [michellem888@gmail.com](mailto:michellem888@gmail.com) 714.746.0118