



**MODESTO AREA
FOURTH OF JULY CELEBRATION
JULY 4, 2008**



Hello Potential Vendors,

My name is Mike Lewis, Community Development VP of the Modesto JCI: formerly Modesto Jaycees, I will be the chairman this year for Picnic in the Park at the Graceada Park in Modesto. If you have any questions or concerns please feel free to contact me, all my information will be provided at the closer of this letter. Most of the policies that were in place last year are the same this year, no changes of any major concern.

To thank returning vendors from the previous three years a special discount will be extended. Credit cards are an accepted form of payment. Also, an additional application is available on the Modesto Jaycee website, www.jayceesmodesto.org.

As in previous years vendors will be limited to doing and selling similar things, to protect vendors, application will be accepted on first come first serve basis. Applications without payment will not be accepted. This will be a “Juried” event. All non-food vendors will be required to send a picture of items that they will be selling. No pictures, no booth, no exceptions.

To attract people to the park we have the following: musical entertainment, arts and crafts, a new and a popular children’s play area, and food and beverage booths. Areas will be designated for entertainment, food, displays, and arts and crafts. Specific spots for vendors will be assigned for each participant.

A. Registration fees are as follows:

Non-profit organization informational booth	\$50.00
Non-profit organization with food booth	\$225.00
Vendors selling a non-food product booth	\$100.00
Vendors selling food booth	\$275.00

Special Discount:

If you have had a booth in the past three years take a \$25 discount on your fee. Non-profit informational booth fees **will not** be discounted any further.

- B. Your booth or sales area may not be in place or occupied prior to 7:00 a.m., July 4th. No sales will be permitted prior to 10:00 a.m. on July 4th. The time between 7:00 a.m. and 10:00 a.m. is for setting up only.
- C. The area in which sales are permitted will be determined by the committee.
- D. You are responsible for providing your own booth and/or sales aids. There will be no assistance provided by the committee in set up or tear down.
- E. **You will be expected to leave your area in the same condition as you found it.** Do not use any existing trees, shrubs, or structures to tie or nail anything to. Leave your area clean.

- F. No vehicles will be allowed in any areas for unloading or work purposes. This includes vendor services, concessionaires, ice, soft drinks, etc. If your concession is on wheels you must give us truck and/or trailer length in order to provide you with curbside parking.
- G. **Registration fees must be received no later than June 27th to reserve a space.** Registration forms and fees received after that date will be accepted as long as space permits on a cash only basis. You will receive your space number by July 1st.
- H. Those concessions offering food will have to apply for an operating permit from the Department of Environmental Resources, 3800 Cornucopia Way, Suite C, Modesto, CA, 95358 or phone (209) 525-6700.

On October 31, 1989, the Stanislaus Count Board of Supervisors approved and adopted an ordinance, which allows the county to collect fees from temporary food facilities. Therefore, the committee must pay the county a \$150.00 surcharge per food booth. The registration fee for food service booths includes this surcharge.

- I. Our goal is to have 20,000 people came to the Picnic in the Park. The registration fees are used to defray the increasing costs of Picnic in the Park. Entertainment will be provided in the park from 11:00 a.m. to 5:00 p.m. July 4th.

For additional Picnic in the Park or 4th of July Parade information you can call (209) 777-8590 or visit our website www.jayceesmodesto.org.

Return registration form to: Picnic in the Park
P.O. Box 76
Modesto, CA 95353

Or visit the website at www.jayceesmodesto.org for more info.

MAKE CHECKS PAYABLE TO: MODESTO AREA 4TH OF JULY

Picnic in the Park is brought to you each year by the Modesto Jaycees and a host of other volunteers interested in perpetuating the traditions of America and creating new traditions for our young people to carry on. We would appreciate your cooperation and solicit your suggestions and help for future 4th of July Celebrations. For more information about becoming a member of the Modesto Jaycees contact Vince Sandoval III, 2008 President at (209) 450-3810 or visit our website at www.jayceesmodesto.org.

We are looking forward to be seeing you there!

Sincerely,

Mike Lewis
Picnic in the Park Chairman
Cell (209) 777-8590

P.S. Enclosed is a second application in the event you know of someone who might be interested in joining us.

REQUIREMENTS FOR TEMPORARY FOOD BOOTHS AT SPECIAL EVENTS

CITY OF MODESTO FIRE PREVENTION BUREAU

The following requirements shall be met for operations of a temporary food booth at Authorized special events.

Open Flames and Appliances Emitting Grease Laden Vapors

- A. Cooking and heating equipment shall not be located within **10 feet** of exits or combustible materials (3216.3.1)
- B. Tents where cooking is performed shall be separated from temporary membrane structures, other tents and canopies by a minimum of **10 feet** (3216.3.2)
- C. Outdoor cooking that produces sparks (solid fuel) or grease-laden vapors shall not be performed within **10 feet** from a temporary membrane structure, tent or canopy (CPC 3216.3.3)
- D. Cooking appliances without an automatic fire protection system shall be operated in a separate area from the sales tent (CFC 3215.2)
- E. Canopies may be used over LPG barbecues. Where canopies are allowed they shall be made from flame retardant material, with a **State Fire Marshal** label, and must be a minimum of ten (**10**) **feet from sales tent**.
- F. All tents being used as a food booth must be **flame retardant** and must be labeled.
- G. Ash disposal shall be the responsibility of the Vendor and shall be either contained within the cooking unit, or placed in a metal container with a tight fitting lid to be transported away from the site for disposal. (CFC 1109.6)

Fire Extinguisher

- A. A **10-B:C-** rated fire extinguisher shall be provided for each temporary booth. (CFC Standard 10-1)
- B. A **40-B:C-** rated dry chemical fire extinguisher shall be provided where deep-fat fryers are used (2504.3.3)
- C. **The extinguisher must be serviced annually** or after it has been used. A **current tag must be attached to the extinguisher or** indicate on the label a date of manufacture within the last 12 months. (Title 19 CCR)

LPG Tanks

- A. All tanks must be stored outside the temporary booth, and must be adequately secured in an upright position to prevent damage. (CFC 3216.4.2)
- B. There is a limit of one gallon tank per cooking appliance with a two appliance maximum per booth. Additional tanks may be stored away from the cooking/public area at a secured location.
- C. No electrical or other ignition source shall be in the same area as the tanks, or with LPG lines and connections.
- D. Equipment such as tanks, valves, tubing and other related components shall be listed. (CFC 3216.4.1)

Burners

- A. Combustible material must be kept a minimum of three (3) feet from all heat sources. (CFC 1109.2)

Generators

- A. Generators and other internal combustion power sources shall be separated from booths, tents and canopies by a minimum of twenty (20) feet and be isolated from contact with the public by fencing, enclosure, or other approved means . (CFC 3219)
- B. Refueling shall be performed in an approved location not less than twenty (20) feet from booths, tents, and canopies. (CFC 3217.3)

Fueled Equipment

- A. Flammable- liquid- fueled equipment shall not be used in booths, tents, or canopies. (CFC 3217.1)
- B. Flammable and combustible liquids shall be stored outside in an approved manner not less than fifty (50) feet from booths, tents, and canopies. (CFC 3217.2)

Michael Payton, Fire Marshal
FoodBoothsRev.5/26/04

In Addition to these requirements there are a few Park rules that need to be followed:

- 1. All food vendors will have Astroturf in their food prep/serving area. This means if you have a 10'x10' booth the entire 10'x10' area must be covered.**
- 2. All food waste will be stored and removed by the vendor, no exceptions. Paper waste can be thrown away as per normal.**
- 3. NO washing dishes/pans in the streets is allowed. If you do the waste is considered hazardous and you will be fined by the City. There are people looking to catch you doing this, please don't do it.**
- 4. There will be a hose with water available at the pool. This is not for washing pots, dishes or anything else. This is only for filling water buckets to take back to your booth.**

LIABILITY INSURANCE REQUIREMENTS

Each participating vendor must provide the **Modesto Jaycees Fourth of July Celebration Committee** with the following:

General Liability insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage or \$1,000,000 combined single limit.

If applicable,

Automobile Liability insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage or \$1,000,000 combined single limit. This insurance shall cover any automobile for bodily injury and property damage.

Vendors shall provide the Modesto Jaycees Fourth of July Celebration Committee with separate endorsements evidencing proof of the Modesto Jaycees Fourth of July Celebration Committee additional insured status as to both the general liability and automobile liability insurance policies. All endorsements referenced above must include the applicable policy number.

If applicable,

Provide proof of Workers Compensation Insurance for vendors who will have employees working during the event.

LIABILITY INSURANCE WAIVER

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Each participating vendor must provide the Modesto Jaycees Fourth of July Celebration Committee with the appropriate insurance certificates or a signed liability waiver.
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I agree to hold the **Modesto Jaycees Fourth of July Celebration Committee**, its agents, officers, employees, and volunteers, harmless from and save, defend and indemnify them against any and all claims, losses, liabilities and damages from every cause, including but not limited to injury to person or property or wrongful death, with the indemnity to include reasonable attorney fees, and all costs and expenses, arising directly or indirectly out of any act or omission, whether or not the act or omission arises from the sole negligence or other liability of its agents, officers, employees, or volunteers relating to this event.

Signature: _____ Date: _____

Business Name: _____

Contact Name: _____

Day Phone: _____

**Picnic in the Park
July 4, 2008
Vendor Application**

Name of Organization _____

Contact Name _____

Address _____

City _____ **State** _____ **Zip** _____

Phone _____

Business License # _____

Email Address _____

Type of concession _____

Credit Card # _____ **Expiration Date** _____

Please mark the type of booth you are applying for:

- \$50 Non-profit Information Booth
- \$225 Non-profit food booth
- \$100 Vendors selling a non-food product
- \$275 Vendors selling food

The above information will be used as reference and identification of the Picnic in the Park participants. If you have an entertainment group or act, it will also be used for announcements and publicity purposes. **Please fill in all the spaces.** Remember to provide photos with your product in them if you are a non-food vendor.

Payments are to be made by check or credit card. **Registration fees must be received no later than June 27th to reserve a space.**

If you have had a product or food booth at the Picnic in the Park within the past 3 years, take \$25 off the total you due. There is no discount for Non-profit Information Booths.

If you have any questions, please call the Picnic in the Park Chair, Mike Lewis at (209) 777-8590 or check out our website www.jayceesmodesto.org.

**(For Committee Use Only)
Space Number**