

# #LaHabraRaces **VENDOR FORM**

5K, 1K Kiddy Run & 50-Yd. Diaper Dash

Saturday, March 9, 2019

**Vendor Fair: 6:00 a.m. to 9:30 a.m.**

**La Habra Marketplace (in Front of Famous Footwear)**

1801 W. Imperial Hwy., La Habra, CA 90631

Please choose one:

- 10 x 10 Space = \$70.00  
 10 x 20 Space = \$105.00  
 Food Vendor = \$95.00

**Mail payment and  
completed application to:**

La Habra Races - VENDOR  
101 W. La Habra Blvd.  
La Habra, CA 90631

- City will provide electricity - Must bring your own extension cords
- Vendors may provide promotional material or item for the 800 runner goodie bags. Items must be turned in at the Community Center by THURSDAY, February 28th in order to be included inside the bags.
- All vendors must RSVP and receive approval prior to submitting payment and application.
- Please RSVP to: Marie Murillo at [mariem147@yahoo.com](mailto:mariem147@yahoo.com)
- Questions regarding the event? Contact Nicole Panza 562-383-4211 or [npanza@lahabraca.gov](mailto:npanza@lahabraca.gov)

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Will you need electricity? \_\_\_YES \_\_\_NO If yes, please list what you are powering:

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

Booth Services/Product Description (All items you wish to sell MUST be listed): \_\_\_\_\_

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

METHOD OF PAYMENT: \_\_\_\_\_ CHECK ENCLOSED CREDIT CARD: \_\_\_\_\_ VISA CARD \_\_\_\_\_ MASTERCARD

NAME ON CARD: \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

Once submitted, no cancellations or refunds - no exceptions. The City of La Habra reserves the right to terminate vendors at their discretion. Event will take place rain or shine. No early break downs. No sharing booths. You are only allowed to display and sell items listed in your description. Vendors are required to bring their own display set-ups (canopy, tables, chairs, etc.) and extension cords. The undersigned does hereby release forever any event coordinators, servants, assigns, and property location, and its employees harmless of any and all liability resulting from damages, lost, stolen items and injuries. Participation is at your own risk. Absolutely no alcohol may be sold or distributed.

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

RELEASE AND WAIVER OF ALL LIABILITY  
AND INDEMNITY AGREEMENT

For and in consideration of permitting X\_\_\_\_\_ to participate in the 2018 La Habra Races sponsored by the City of La Habra's Department of Community Services, the Undersigned hereby voluntarily releases, discharges, waives and relinquishes any and all actions or causes of action for personal injury, property damage or wrongful death occurring to him/herself arising as a result of participation in said recreational program or any activities incidental thereto wherever or however the same may occur and for whatever period said program may continue, and the Undersigned does for him/herself, his/her heirs, executors, administrators and assigns hereby release, waive, discharge and relinquish any action or cause of action, which may hereafter arise for him/herself and for his/her estate, and agrees that under no circumstances will he/she or his/her heirs, executors, administrators and assigns prosecute or present any claim for personal injury, property damage or wrongful death against the City of La Habra and its officers, officials, agents, contractors, volunteers, boards, departments, servants or employees for any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise. IT IS THE INTENTION OF X\_\_\_\_\_ BY THIS INSTRUMENT, TO EXEMPT AND RELIEVE THE CITY OF LA HABRA AND THE RELATED PARTIES MENTIONED HEREIN, FROM ALL LIABILITY FOR PERSONAL INJURY, PROPERTY DAMAGE OR WRONGFUL DEATH CAUSED BY THE NEGLIGENCE OF ANY PERSON OR ENTITY.

The Undersigned, for him/himself, his/her heirs, executors, administrators or assigns agrees that in the event any claim for personal injuries, property damage or wrongful death shall be prosecuted against the City of La Habra and/or its officers, officials, agents, contractors, volunteers, boards, departments, servants or employees, he/she shall defend, indemnify and save harmless the same City of La Habra and the aforementioned related parties from any claim, cause of action, loss, liability, damage, lawsuit, cost or expense (including reasonable attorney's fees) by whomever or wherever made or presented for said personal injuries, property damage or wrongful death.

In case of accident or other emergency, the Undersigned hereby gives permission for the City of La Habra and/or its officers, officials, agents, contractors, volunteers, boards, departments, servants or employees, to obtain emergency medical treatment. The Undersigned further agrees to pay any costs incurred as a result of such treatment. In addition, the Undersigned has been notified that participants involved in City-sponsored recreation programs are subject to being photographed or videotaped, and he/she hereby gives permission for the City of La Habra to use such photographs or videotapes to publicize and promote the City's recreation programs.

THE UNDERSIGNED ACKNOWLEDGES THAT HE/SHE HAS PERSONALLY READ, UNDERSTANDS, AND VOLUNTARILY SIGNS THIS RELEASE AND WAIVER OF ALL LIABILITY AND INDEMNITY AGREEMENT, IS FULLY AWARE OF THE POTENTIAL RISKS AND HAZARDS WHICH ARE INHERENT TO ENGAGING IN THE SPECIFIED RECREATIONAL PROGRAM OR ANY ACTIVITIES INCIDENTAL THERETO, INCLUDING BUT NOT LIMITED TO, ANY NEGLIGENT ACTS PERFORMED BY THE CITY OF LA HABRA AND/OR ITS OFFICERS, OFFICIALS, AGENTS, CONTRACTORS, VOLUNTEERS, BOARDS, DEPARTMENTS, SERVANTS OR EMPLOYEES, NEGLIGENTLY CREATED OR MAINTAINED DANGEROUS CONDITIONS OF PUBLIC PROPERTY, WEATHER CONDITIONS, EQUIPMENT, MACHINERY, PLAYING CONDITIONS, OTHER PARTICIPANTS, ON-SITE PHYSICAL PREMISES, STRUCTURES OR SUBSTANTIAL WORKS OF IMPROVEMENT. THE UNDERSIGNED VOLUNTARILY ASSUMES ALL RISKS OF LOSS, DAMAGE, OR INJURY ASSOCIATED WITH HIS/HER PARTICIPATION IN THE SPECIFIED RECREATIONAL PROGRAM OR ANY ACTIVITIES INCIDENTAL THERETO.

\_\_\_\_\_  
Representative Name

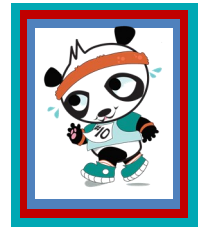
\_\_\_\_\_  
Company/Group Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Dear #LaHabraRaces 2019 Vendor,

Thank you for participating in the #LaHabraRaces Event, sponsored by St. Jude Medical Center, on Saturday, March 10, 2018 at the La Habra Marketplace (1801 W. Imperial Hwy., between Famous Footwear and La Habra Modern Dentistry). The event will take place rain or shine. There will be no refunds or exceptions for vendor no shows.



#LAHABRACES

Attached are the rules and regulations. *Please be sure to review all the required rules and regulations carefully and keep for your records.*

The following is the information for the event:

All vendors must provide their own set-up display (canopy, tables, chairs, canopy weights, etc.).

Please email Marie Murillo at [mariem147@yahoo.com](mailto:mariem147@yahoo.com) by Friday, March 1st at 12:00 p.m. to indicate what time you will arrive for set-up.

- Friday, March 8<sup>th</sup>: 4:00-5:30 p.m.

- There will be overnight security for the event area.

- Please keep all canopies and supplies low and weighed down in case of high wind.

- Saturday, March 9<sup>th</sup>: 4:00-5:45 a.m.

- ABSOLUTELY No cars are allowed to be driven in the event area on this day

Check-in with Marie Murillo, who will be wearing a lime green vest.

**All vendors are asked to be set-up by 5:45 a.m.** The event will be open to the public at 6:00 a.m.

Schedule of events:

6:00 a.m. Event Opens to the Public

6:00 a.m. Sunrise Yoga for Runners (located at the stage)

6:30 a.m. Wake Up with Zumba

7:00 a.m. Runners Stretch (Located at the stage)

7:30 a.m. Happy Teeth & Happy Braces 50-Yd. Diaper Dash (ages 3-5 years)

7:40 a.m. Chick-fil-A 1K Kiddy Run (ages 6-9 years)

8:00 a.m. 5K Run/Walk

8:45 a.m. 1K & 5K Overall Awards

We look forward to seeing you at the La Habra Races!

Marie Murillo  
Vendor Site Coordinator  
(562) 448-4732  
[Mariem147@yahoo.com](mailto:Mariem147@yahoo.com)

Nicole Panza  
City of La Habra  
(562) 383-4209  
[npanza@lahabracaca.gov](mailto:npanza@lahabracaca.gov)





## **GENERAL VENDOR RULES & REGULATIONS**

### CANCELLATIONS

THERE ARE NO REFUNDS FOR CANCELLATIONS. NO EXCEPTIONS!

### OPERATING HOURS

Vendors must be ready and open for business during the hours of the event Saturday, March 9, 2019 - 6:00 A.M. TO 9:30 A.M.

### BOOTH SPACES/SETUP/TEARDOWN

Set-up is 4:00 p.m. to 5:30 p.m. on Friday, March 8th or beginning at 4:00 a.m. on the day of the event. All booths MUST be set-up by 5:45 a.m. on Saturday.

No booths may be removed from the La Habra Races site until after the closing hour of 9:30 a.m. on Saturday. Vendors who sell out prior to the event closing will be required to wait until the end of the event to tear down. Any vendors that break down early will not be asked to participate in future city events. All booths and displays must be completely removed from the event area on Saturday by 11:00 a.m. VENDORS ARE NOT TO EXCEED THEIR BOOTH SPACE DIMENSIONS (10ft x 10ft)

### BOOTH

All spaces will be located **OUTSIDE** in the La Habra Marketplace (1801 W. Imperial Hwy.), between Famous Footwear and La Habra Modern Dentistry: All booths must have a professional appearance. All vendors must provide their own equipment: tables, chairs, canopies, individual trash cans as needed, etc. **Canopies must be secured/anchored with sand bags/concrete blocks/canopy weights or something similar. All 4 sides must be secured.** Tying up to another canopy will not be allowed. **It is required by the city fire department; therefore each booth MUST have a 2A10BC Fire Extinguisher. Please make sure it is valid and not expired.**

### VENDOR MERCHANDISE

Vendors are only allowed to sell and display the items that were originally listed on their application. If there is a change or item you'd like to add please email [mariem147@yahoo.com](mailto:mariem147@yahoo.com) ASAP for an approval. We must have a list of all items to be sold, no exceptions!

### ELECTRICITY

Electricity is limited and will only be available to the vendors who are in need of it! No generators allowed.

### VEHICLES

NO VEHICLES ALLOWED ON THE PREMISE ON SATURDAY, NO EXCEPTIONS! It is strongly recommended to set up on Friday.

### SUB-LEASE OF SPACE

All vendors spaces are pre-assigned and will not be changed the day of the event! Vendors cannot sub-lease or apportion the whole or any part of their assigned space without prior written permission from the event. In such situations the vendor must go through the same approval process.

### WEATHER/UNFORESEEN CIRCUMSTANCES

The La Habra Races will take place regardless of weather conditions. There are NO refunds for weather or otherwise. Vendors must be prepared for inclement weather and any other unforeseen circumstances. Event will take place rain or shine.

### SECURITY

The City will provide overnight security, Friday, March 9th 4 P.M. to 4 A.M. on Saturday, March 10th. However, the event is not responsible for the security of individual vendor booths and products. Vendors are responsible to secure their own booths, supplies and equipment at night.