



Flying Squirrel Entertainment LLC

MERCHANT APPLICATION FORM



MERCHANT INFORMATION

DATE	MERCHANT NAME	WEBSITE / SOCIAL MEDIA
CONTACT NAME		CONTACT EMAIL
MAILING ADDRESS		CA RESALE #

PLEASE INDICATE THE EVENT YOU WOULD LIKE TO PARTICIPATE IN

PLEASE INDICATE YOUR AGREEMENT TO THE FOLLOWING BY CHECKING THE BOXES.

- Only registered and approved food merchants may sell food and beverages. A separate application is required of food merchants. Please contact FlyingSquirrelEnt@gmail.com for current forms.
- Booths are to reflect an appropriate theme for the selected event. Preference will be given to handcrafted items made by the merchant. No general stores will be allowed. Originality in booth display and costumes will be appreciated. Flying Squirrel Entertainment LLC (FSE) will make every effort to avoid duplication of products, but no merchant will be granted exclusive rights to any one product.
- Booth sizes include: stakes, guy wires or ropes, display areas, awnings, and storage areas. Location of the merchants' booths will be assigned by FSE and all decisions are final. No early tear downs will be allowed unless prior arrangements have been accepted by FSE.
- No electricity or water will be available in the merchant areas. Rain or shine, there will be no refunds once your application is accepted and fees are paid.
- All merchants are responsible for providing FSE with their own liability insurance, naming FSE and the venue as additionally insured and must comply with all federal, state, and local jurisdictional requirements. The Idyllwild Fire Protection District and FSE will be inspecting the sites. Merchants agree to comply with all FSE terms, conditions, rules, and regulations as shown in the following pages.
- The merchant agrees to indemnify, hold harmless, defend, release, and forever discharge FSE and the venue, its officers, agents, employees, and any person or persons under its direction and control of its activities from any and all claims, causes of action and liability arising from or in any way connected to participation in this event.
- Authorized signers for the merchant are responsible for informing all their workers of the terms, conditions, general rules, and regulations attached herein.

TERMS & CONDITIONS

Once approved, you will receive an email confirming approval of your Application-Contract, an invoice, and additional instructions pertaining to load in/load out procedures. Your Application-Contract is not valid until all the fees are received. A 50% non-refundable deposit will be accepted with the balance due by the deadline for each event.

Rain or shine, there will be no refunds once your application is accepted and fees are paid.

Select the size booth you require from the list below. Please note the cost difference for a 3, 2, or 1 day event. Once we review your submittal, we will send you an invoice with the amount due by the stated deadline.

- Maximum 12' x 12' Booth**
 - \$175 per three day event
 - \$60 per one day event
 - 2 workers allowed per day
- Maximum 12' x 24' Booth**
 - \$250 per three day event
 - \$85 per one day event
 - 4 workers allowed per day
- Maximum 8' Table or Cart**
 - \$120 per three day event
 - \$40 per one day event
 - 2 workers allowed per day

Please provide a list of participating team members (note the worker limit based on booth size) to be listed with security at the front gate:

(Remember to pick up all parking passes and wrist bands from security at the front gate.)

Please list any questions or concerns regarding your booth:

Please provide a representative list of the items you intend on selling below:

We also ask that you please include images of the items you intend to sell and a picture of the front of your booth in your application submission. Representative images are acceptable

Will you be need lodging outside of your booth? Yes No

(Two workers may stay in your booth overnight.)

There is a limited amount of lodging available on a first come, first served basis. Please contact FlyingSquirrelEnt@gmail.com to secure a spot.

Please review and accept the Booth Display Requirements and the General Rules and Regulations following this page. If you would prefer to submit digitally, please go to www.FlyingSquirrelEnt.com. You can complete an online form linked on the website. If you prefer to print out a copy, this form is available in PDF format at www.FlyingSquirrelEnt.com. Please mail paper applications to: P.O. Box 2265 Idyllwild, CA 92549, or, scan the completed document and email FlyingSquirrelEnt@gmail.com. The form must be postmarked by the deadlines for the event you wish to participate in.

Signature
Merchant 1

Date

Signature
Merchant 2

Date

Name

Name

Signature
Merchant Coordinator, Flying Squirrel Entertainment LLC

Date

GENERAL RULES & REGULATIONS

1. All participants shall maintain a general sense of well-being and a fun and exciting attitude in order to promote a great experience for our patrons.
2. Participant badges will be issued and must be worn at all times in a manner that security can confirm the participants are authorized to be on the event site. Anyone without a participant's badge will be escorted to the front gate where they may secure a badge, if allowed.
3. **Absolutely no smoking or vaping is allowed except in clearly marked and designated smoking areas.**
4. All weapons must be inspected by our security team prior to entering the event site. Weapons shall be "peace-tied", sheathed and secured at all times. Anyone brandishing or threatening with a weapon will be immediately expelled from the event site without any reimbursement. Our security team will determine what constitutes a weapon and whether it is secured adequately. Their decision is final.
5. Fires are to be strictly controlled and approved by the local fire department prior to any fire being used. Do not plan on having a fire until you have submitted a request and it has been approved by the local fire department.
6. Under no circumstances are illegal controlled substances to be allowed on the event site. Anyone with these items in their possession, while on the event site, will be subject to immediate expulsion and/or arrest.
7. Minors under the age of 21 are prohibited from consuming, handling or purchasing alcoholic beverages.
8. Drunkenness, unruly or out of control behavior will result in immediate expulsion from the event site with no refunds.
9. Quiet times - Out of respect for your fellow participants, quiet times will be from 10:00 PM until 7:00AM. No loud parties or debates shall be tolerated.
10. Lodging is available at local Idyllwild establishments. Please check with Administration for more information.
11. Overnight security will be provided, but FSE, the security team, officers and their agents are not responsible for any lost or stolen items.
12. Participants consent to the use of their names, photographs, images, recorded voice or music by FSE, its employees or agents for the purpose of commercial and/or promotional use only.
13. All facilities, materials, supplies and equipment that belong to FSE or the venue that are used by the participants shall be maintained and cared for as to be returned in a clean, useable condition upon the conclusion of the event. Failure to do so may result in a maintenance fee of \$50 per hour and the cost of repairing or replacing the items. The participants will be required to reimburse FSE and the venue for any and all repairs or damages to any venue facility which occurred during the event, and/or which were caused by the direct action or inaction of the participants. Participants are to notify FSE immediately of any damaged or unsafe items prior to its use.
14. All booths are to provide a legible sign with the name of the merchant, address and phone number, clearly displayed and visible to the public.
15. In order to provide a pleasant and trouble-free event, any questions, concerns or comments must be submitted in writing via email to: FlyingSquirrelEnt@gmail.com prior to submitting this form in order for us to address the issues. Last minute issues or concerns not handled prior to the event will be handled as we see fit. All decisions and directions given by FSE are final.

_____ Initials of responsible party

BOOTH DISPLAY REQUIREMENTS

1. Booths shall attempt to be constructed as they may have been for the specific event. If the event has a particular theme, we may place hand-built booths together to create an authentic marketplace and place pop-ups and/or modern tents separately, but we ask that booths be appropriately decorated as indicated by the nature of the event.
2. Products for sale should be items that may have been bought or sold for the specific event, preferably hand-crafted wares. Some latitude may be allowed, but no flea market, day-glo, or mass-produced items are to be allowed. The vendors shall promote a general ambiance of the specific event for our guests to immerse themselves in.
3. Items not submitted for prior approval to FSE may not be displayed or sold.
4. Merchants are responsible for the maintenance of their own set-up and tear down during the designated time frames. No set-up or tear down is allowed outside of the designated time frames. No exceptions.
5. Merchants are responsible for the maintenance of their own booth space. Each booth shall have and maintain a trash bin. Trash shall be deposited in the large trash bins provided by FSE as the need arises. Booths must be maintained in an orderly and pleasing way.
6. Merchants must restrict their booths and all accessories to their designated areas. This includes poles, stakes, guy wires or ropes, display areas, awnings and storage areas.
7. Merchants are to provide all their own tables, chairs, racks, etc., needed for the operation of their booth. **NO ELECTRICITY OR WATER WILL BE AVAILABLE AT THE BOOTH SITES.** Generators must be pre-approved by FSE and the local fire department.
8. Some booths will be in direct sun, so shade covers are recommended, Shade covers shall be fire-resistant per the Fire Department's requirements.
9. Be prepared for inclement weather by having tarps and covers for your booth.
10. Booths may be on uneven, dirt surfaces. No digging or leveling of the ground will be allowed.
11. No electronics such as televisions, radios or amplified music are to be used. There will be WiFi available for credit card processing. Battery lights are permitted.
12. All booths must have an approved and currently tagged fire extinguisher approved by the local fire department.
13. For themed festivals, booth participants should be in period costume and in character while on the festival site. Green rooms will be made available for participants to get away from the public and relax during break times.
14. Booths must be staffed and open for business at all times the event is in operation.
15. No food or beverages may be sold or given away without prior FSE approval and the proper health department permits secured.
16. Booth operators are responsible for all required taxes, fees and permits. This includes, but is not limited to: Federal, State, Fire, County or Local jurisdictional codes and ordinances.
17. Pets may be allowed in and around the booth but must be on a leash or secured at all times and have been approved by FSE prior to coming onsite. Pets must have all current, required vaccinations. Participants are responsible for cleaning up after their pets and disposing of their litter in an approved trash bin. Unruly or pets deemed dangerous or unsafe shall be removed from the event site immediately.
18. Flying Squirrel Entertainment strives to provide a safe and fun experience for all of our participants and guests. Please join us in creating the best event in Idyllwild ever!

_____ Initials of responsible party