



2023 Murrieta Rod Run

VENDOR PACKET

Please Submit Packet & All Attachments By:

9/21/2023

Rod Run Headquarters

Oak Grove Center
24275 Jefferson Ave., Murrieta, CA 92562
Tel: (951)677-5599 Tax ID #33-0470446
OakGroveCenter.org MurrietaRodRun.com



DRIFTERS CAR CLUB





VENDOR INFORMATION

Event Date:

Friday, October 13th 3:00 - 9:00 PM and Saturday, October 14th 8:30 AM - 3:00 PM

** Set-up Time on Friday is from 9:00 AM - 2:00 PM; Saturday Set-up is from 6:00 - 7:30 AM

Location:

Historic Downtown Murrieta (Washington Ave. between Kalmia and Ivy)

Contact with Questions:

Craig Shelley, Murrieta Rod Run Producer at CraigRodRun@gmail.com

Application and Attachments Turn Into:

Kristi Piatkowski, Oak Grove Center at KristiP@oakgrovecenter.org

Costs:

- 10x10 Standard Booth Space \$250
- 10x 20 Standard Booth Space \$350
- 10x20 Food Vendors \$375 (includes health permit)
- \$10/day temporary business license (only if you DO NOT have a Murrieta business address or license)

Booth Need to Know:

- Cost is for space only. You must bring your own set-up materials (i.e. canopy, tables, chairs).
- All vendors must be set up by 2:00 PM on Friday and by 7:30 AM on Saturday.
- There will not be any set-up after 7:30 AM Saturday due to insurance regulations.
- All EZ-Ups must be Fire Department approved and weighted down at all times per fire code. No Exceptions! If it is not weighted down, they will ask you to take it down.
- No electrical outlets or water sources will be available provided.
- Food Trailers must be equipped with an automatic fire extinguishing system and have a CA State Fire Marshal tag showing proof of service within the last six months.
- NO OPEN FLAMES or cooking under tents or canopies permitted.
- Food Vendors cooking with a deep fat fryer must have a 40BC fire extinguisher. All other food vendors must have a 2A: 10BC fire extinguisher. Fire extinguishers must have a CA Fire tag showing proof of service within the last year or manufactured in the current calendar year.
- Reminder and details regarding Check-In and Set-Up will be emailed prior to the event.
- Evaluation on space will be 'first come, first served' - So get your entry in early!
- All rules must be followed or you will be asked to leave the show.
- Your application is **NOT APPROVED** until ALL ATTACHMENTS AND PAYMENTS RECEIVED BY OAK GROVE CENTER. No exceptions!
- Deadline to apply with ALL ATTACHMENTS INCLUDED is 9/13/2023.
- **No Refunds!!!!**

Insurance Requirements:

- You must provide your own insurance (Minimum policy \$1 Million liability coverage)
- The original endorsement MUST list the following as additional insured: City of Murrieta, Oak Grove Center for Education Treatment & the Arts, Drifters Car Club
- Vendors must provide a Certificate of Insurance and original endorsement affecting the required coverage. The certificates and endorsements are to be on ISO-approved forms. **We cannot accept a Certificate of Insurance without the additional insured as proof of insurance coverage!**



VENDOR APPLICATION FORM

Thank you for your interest in being a Vendor for the Murrieta Rod Run! Please complete the information and submit ALL FORMS NEEDED and payment prior to the deadline. **Incomplete applications cannot be accepted until all documents and payments have been received.**

Please submit **applications and attachments** by 9/21/2023 to KristiP@oakgrovecenter.org or mailed Oak Grove Center, Attn: Development Department, 24275 Jefferson Ave., Murrieta, CA 92562

ATTACHMENT #1: Business License

If your business address is within the City of Murrieta, you are required by the City to have a Murrieta Business License. Expiration date must be valid for time of Rod Run (10/13 & 10/14).

Yes, I have a valid Murrieta Business License!

Business License #: _____ Expiration Date: _____

No, I do not have a Murrieta Business License and need a temporary license.

Days Participating: _____ (Cost is \$10/day participating added to Vendor Booth Fee)

ATTACHMENT #2: Seller's Permit

The City of Murrieta requires anyone selling product or services the day of the event to have a BOE-410D Seller's Permit Verification. **If you plan to provide information only, you do not need this permit.**

ATTACHMENT #3: Payment

- _____ = \$250 for Standard 10x10
- _____ = \$350 for Standard 10x20
- _____ = \$375 for Food Vendor Booth (includes the Food Permit Fee)
- Additional, if needed:*
- _____ = \$10/Day non-Murrieta Business License Fee

TOTAL DUE:

\$ _____

VENDOR INFORMATION

Name: _____ Title: _____

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email: _____

PREFERRED METHOD OF PAYMENT

- Credit Card (See below) Check Enclosed

Card Holder Name: _____

Card #: _____ Exp: _____ CVV: _____