



Greater Palm Springs Pride

Saturday & Sunday, November 5 & 6, 2011

10AM - 6PM Daily

***Location - Palm Springs Baseball Stadium
(Sunrise Park - Sunrise Way & Baristo Rd.)***

Reply by August 31, for Lowest Fees!

Submission Deadline – September 30, 2011

Sorry, incomplete applications will not be processed.

New For 2011

- ***Festival hours 10am to 6pm daily – no lighting required.***
- ***Lower Early Bird prices!***
- ***Lower table and chair rental prices.***
- ***Discounted fees for paying by check, cashier's check or money order.***
- ***Same low \$10 admission for attendees as in 2010.***
- ***Bigger and Better Big Top Cabaret entertainment venue.***

Please remember the following:

- Return either your Certificate of Insurance or the completed insurance endorsement on page 2 along with fee payment.
- If conducting sales from your booth you are required to return a copy of your resale license along with your application and fees.
- Load in documents will be sent via email two weeks prior to the festival.
- Absolutely no beverage sales of any kind will be permitted from corner or front facing booths.
- No giveaways of any type beverage are allowed on the festival grounds without the express permission of Greater Palm Springs Pride, Inc.

**Please mail all applicable attachments, with your business check, cashier's check, or money order
(No personal checks accepted) to:**

Greater Palm Springs Pride

***777 N. Palm Canyon Dr., Suite 102
Palm Springs, CA 92262***

VOICE: 760-416-8711 FAX: 760-323-8704

E-Mail: vendor@pspride.org Visit us online: pspride.org

***The Palm Springs Pride Festival is produced by Greater Palm Springs Pride, Inc.
We are a 501(C)(3) non-profit corporation***

Greater Palm Springs Pride - Festival Application

Org./Business Name		Contact Person(s):	
Business Address			
City, State, Zip			
Person in Charge during the Festival			
Primary Phone		Cell	
Fax	www		
E-mail PLEASE PRINT USING LARGE BLOCK LETTERS			
California Resale Certificate Number (must send copy of valid seller's permit)		Non Profit Tax ID Number	
		Non Profit Name as listed with IRS if different than above	

Please choose a type of booth and any amenities you may require.

Pay by company check, cashier's check or money order and enjoy discounted rate.

Credit Card authorization on page 7.

ITEM	DESCRIPTION	FEES		TOTAL			
		Prior to Aug 31	Sept 1-30				
Booth Space							
CORNER Booth	10x10 space, w/ canopy, two sides open, 2 tables, 2 chairs, 8 single day tickets valid for ONE visit each	Discounted	\$750	\$900	\$	1	
		Regular	\$790	\$950			
FRONT FACING Booth	10x10 space, w/ canopy, one side open, 1 table, 2 chairs, 8 single day tickets valid for ONE visit each	Discounted	\$600	\$800	\$	2	
		Regular	\$630	\$840			
FOOD VENDOR Booth New! LIMITED to EIGHT VENDORS	10x10 booth with 4 wall mesh, 10x10 cooking and storage space, 8 single day tickets valid for ONE visit each	Discounted	\$1,000	\$1100	SOLD OUT	3	
		Regular	\$1,050	\$1,155			
National Corp, Promotions / Timeshare or web only businesses	10x10 space, w/ canopy, one side open, 1 table, 2 chairs, 8 single day tickets valid for ONE visit each	Discounted	\$1,200	\$1,600	\$	4	
		Regular	\$1,260	\$1,680			
SECURITY/CLEANING DEPOSIT (This is a mandatory deposit)	Per booth space rented	\$200		\$	5		
PS City License & Administration	Included in booth fee	-----		INCLUDED	6		
ADDITIONAL ITEMS							
Insurance	Enter total from Endorsement Request Form on page 3			\$	7		
Table & Chair Rental							
8' x 30" table	Qty	How many tables	X	\$15.00 each	\$	8	
folding chair	Qty	How many chairs	X	\$4.00 each	\$	9	
Electrical Service	Festival hours are 10am-6pm. No night lighting is required.		Do you need electrical Service?		YES	NO	10
We will not be able to add any additional electrical service at the Festival grounds on Nov 5 or 6, so please plan ahead. In the event GPSP does not or cannot provide electrical service in accordance with this request, GPSPs only responsibility and/or liability shall be to refund fees for those electrical services not provided.	110 volt, 5 amps included		-----		INCLUDED		11
	110 volt, 10 amps		\$80.00		\$		12
	110 volt, 20 amps		\$160.00		\$		13
	110 volt, 40 amps		\$320.00		\$		14
	110 volt, 60 amps		\$640.00		\$		15
Tickets							
Additional ticket(s)	Each ticket valid for ONE visit		\$10.00		\$	16	
				TOTAL FEES SUBMITTED		\$	17

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INSURANCE IS MANDATORY so GPSP offers this alternative as a convenient option for you.

EVERY Exhibitor/Vendor must carry general liability insurance of at least \$1,000,000 for the duration of the event including your setup and dismantle dates.

All Exhibitors must submit a valid certificate of insurance with liability limits of at least **\$1,000,000**, coverage underwritten by an admitted or non-admitted carrier rated no less than "A-" by A. M. Best's, and name **GPSP** as an additional insured. **You may use your own policy or complete this form if you would like an Endorsement from GPSP's event insurance carrier.**

If providing your own policy please see required wording for your insurance documents in **Section 1.**

GPSP makes all efforts to provide an affordable insurance option for those who do not have an annual policy capable of naming GPSP as additional insured.

If you want to purchase insurance through the GPSP group policy please complete **Section 2.**

Section 1 – I have an existing policy (list product / service you provide below and return form with application)

I have a \$1,000,000 insurance policy for General Liability and have attached a Certificate of Insurance to this form, naming GPSP as an Additional Insured.	
<i>Please note the required additionally insured wording, mailing addresses / fax number for your completed insurance documents:</i>	<p>Certificate of insurance form: Naming Greater Palm Springs Pride, Inc., its officers, agents, and employees as additionally insured.</p> <p>Event Location: 1901 East Baristo Rd, Palm Springs, CA 92262 (Sunrise Park) Coverage Dates: November 4 -7, 2011 (event dates November 5 & 6)</p> <p>Mail To:</p> <ul style="list-style-type: none"> • Palm Springs Pride, 777 N. Palm Drive, Suite 102, Palm Springs, Ca 92262 or Fax: 760-323-8704

Section 2 – I'd like a one-time event insurance endorsement through GPSP's carrier.

I need a \$1,000,000 event insurance policy and want to be included in the Pride Exhibitor's Group Insurance Plan			
<i>Select your Category type, complete form below and enter fee on page 2 line 6.</i>	<input checked="" type="checkbox"/>	\$ 100.00	* Information Only (no selling) Include this fee on page 2 line 12.
	<input checked="" type="checkbox"/>	\$125.00	* Products for Sale (including Product Liability and food and non-alcoholic beverage sales) Include appropriate fee on page 2 line 12.

**If you do a combination of the above select the highest rated category.*

Business Name		
d.b.a. / Business Name		
Address		
City	State	Zip
Telephone	Fax	Email

List Product / Service – All Exhibitors are required to provide this product information

This policy provides liability coverage only. There is **NO COVERAGE** for loss or damage to your property, stock, or inventory.

THIS FEE IS NON-REFUNDABLE IN THE EVENT YOU CANNOT ATTEND THE FESTIVAL.

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Exhibitor/Vendor Rules and Regulations

Greater Palm Springs Pride, Inc. presents the annual Greater Palm Springs Pride Festival for the public as an educational and entertainment event. It reserves all rights as producers, including the right to reject any application submitted to us at our sole discretion, without explanation.

Applicant understands that Greater Palm Springs Pride, Inc. (hereinafter referred to as "GPSP") has legal possession and control of the event venue located in Sunrise Park on November 1-8, 2011 pursuant to agreements with the City of Palm Springs.

Applicant further understands that the use granted by GPSP hereunder is a License to Occupy only, and is not coupled with an interest in the property; that GPSP retains the right to terminate this License to Occupy at any time during the term of applicants use if, in GPSP's sole determination: 1) Applicant creates a nuisance for GPSP, its other licensees, or its guests; 2) Applicant is found to have changed and/or added to the use described in this application; 3) Applicant is found to have falsified any of the statements contained in this application; 4) Applicant's use of premises in any other way interferes with the orderly and successful conduct of the festival space or violates any government laws or ordinances.

In our continuous effort to make our event all inclusive we encourage organizations and non-profit groups to contact our office if participation in our event is a hardship.

By reserving a booth, you (hereinafter referred to as "EXHIBITOR" or "VENDOR") agree to comply with the following provisions:

1. All business or other activity for which an Exhibitor/Vendor has rented space must be conducted in Exhibitor/Vendor designated area only. Expanding into aisles in any way is strictly prohibited by the City of Palm Springs fire marshal. This prohibition also applies to distribution or solicitation of any kind outside your booth and in the aisles. You must operate within your booth confines.
2. There will be a limited number of "same kind" Exhibitors/Vendors. Exhibitors/Vendors must submit a list of primary and alternate selling items of a diverse category. In the event of an excessive number of "same-kind" item or services, GPSP reserves the right to refuse an applicant or limit items offered. This policy is to ensure successful exhibition and/or sales by all vendors and limit duplication.
3. Third party participation is strictly prohibited. Only one entity per booth is permitted, without express written permission by GPSP.
4. Vendors selling for profit must purchase a "Special Event Business Permit" to operate in City of Palm Springs. This license is available through GPSP for your convenience, and there is no need for you to contact the city directly.
5. Non-profit exhibitors that possess an IRS/State of California letter of determination under Section 501(c) of the Internal Revenue Code may be required to submit a copy of the organization's IRS Letter of Determination.
6. It is Vendor's responsibility to deal with and pay appropriate State of California taxes and fees. GPSP is required to submit a list of all participating exhibitors to the State Board of Equalization, including their actual sales tax number.
7. **A refundable clean-up/security deposit is required from all Exhibitors/Vendors for EACH BOOTH SPACE.** Security / Cleaning Deposits are held until after the event to ensure rentals, spaces and city property are left in good condition. **Failure to comply with any of these Exhibitor/Vendor Rules & Regulations may result in forfeiture of your deposit and/or fees, OR ejection from the festival grounds, OR exclusion from future festivals.** During and after the event, the Vendor Director of GPSP, or his/her agent, will inspect your assigned booth space. Deposits may be withheld at the discretion of GPSP for, but not limited to, failure to show, late arrival, early leaving, violation of RULES AND REGULATIONS, unauthorized sales, early load out and unattended or damaged booths. If all rules have been followed, your clean-up / security deposit will be refunded by mail no later than December 15 of the current year.
 - a. It is the Exhibitor's/Vendor's responsibility to cash or deposit refunded security deposit checks in a timely manner. All refunded deposit checks not cashed within ninety (90) days of issuance will become void.
8. Rentals (canopy, tables, chairs) are the responsibility of the Exhibitor. Exhibitor agrees to return rental items in good condition at the conclusion of the event. Exhibitor shall be liable for all damages to or loss of the rental items and liability incurred prior to rental items return to GPSP.

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9. I/We also understand electrical service is provided Saturday 6:30AM-7:00PM, and Sunday 6:30AM-7:00PM unless continuous electrical service is requested and paid for. No overnight service is provided.
 - a. If required, extra electric must be purchased before the event. Going over the provided or ordered electric is cause for forfeiture of deposit. All cooking and/or electrical appliances must conform to the UNIFORM FIRE CODE of the City of Palm Springs Fire Department.
10. **All Exhibitors/Vendors are required to be open by 10:00 am and remain open with their booths staffed until closing both days of the Festival. Any Exhibitor/Vendor that fails to comply with this provision shall forfeit its security deposit and could be subject to expulsion and forfeiture of fees paid.**
11. Sound / sound systems are not permitted to be audible more than 20 feet from your booth.
12. Volunteers / staff for booth are the Exhibitor's responsibility, each of them need entry tickets. They must present an entry ticket to gain entrance. If you require more tickets than are provided with your exhibitor package, additional tickets may be purchased on the application form.
13. Entry tickets are issued per person, per day. For your convenience we suggest you purchase tickets in advance, see the Application for details. Please distribute entry tickets to your people; each person requires an entry ticket to gain entry to the festival each day. Please provide your staff / volunteers with a weekend telephone number in case they have problems with entry tickets.
14. Exhibitor/Vendor must be aware that possibly offensive material or products CAN NOT BE DISPLAYED. The City of Palm Springs does not allow display of photographs, drawings, or sculptures or products exhibiting frontal nudity or genitalia.
15. ALL EXHIBITORS/VENDORS MUST HAVE LIABILITY INSURANCE in the amount of \$1,000,000.00 naming Greater Palm Springs Pride, Inc as co-insured and are required to provide proof of such insurance. A copy of your current/active certificate of Insurance must be submitted to Greater Palm Springs Pride, Inc. no later than September 30 of the applicable year.
16. GPSP provides only limited overnight security and assumes no liability for property or equipment left on festival grounds. Exhibitors may leave items in their space overnight but GPSP accepts no responsibility for the security of said items. Additionally, we suggest you cover all materials overnight & drape a tarp on the front of your booth.
17. Non-Food EXHIBITORS/VENDORS may NOT give away or sell any food product. **No beverages including sodas and bottled water may be sold or given away** from any vendor booth without the express written consent from GPSP.
18. Booth fees are NON-REFUNDABLE unless GPSP receives cancellation IN WRITING no later than September 30, of the applicable year. No booth fees will refunded after this date. There is a \$100 cancellation fee.
19. GPSP is planning what we hope will be a fabulous festival. We hope it will prove to be a fun and profitable experience for you, however, we cannot and do not guarantee your sales or profits.
20. EXHIBITORS/VENDORS MAY NOT PARK in the Library parking lot at any time during the festival. An Exhibitor/Vendor parking lot is available and you must display the parking permit provided to you on your dashboard and park in the Lot provided for Exhibitor/Vendor parking.
21. GPSP presents the annual Pride Weekend Celebration for the public as an educational and entertainment event and reserves all rights as producers. Any reproduction, broadcast, or commercial use of any portion of the event, in any form without explicit written consent of GPSP is strictly prohibited. GPSP may, at its discretion, film, photocopy or tape any and all portions of the festival for commercial use.
22. Exhibitor/Vendor agrees to indemnify, defend, and hold harmless Greater Palm Springs Pride, Inc. and its officers, directors, employees, attorneys, agents, servants, volunteers, and assigns, and each of them, from any and all actions, causes of action, claims, damages, losses (including lost, damaged, or stolen exhibitor property), liabilities, obligations, judgments, liens, indebtedness, costs, attorney fees, injuries or others, claims, which form the basis of pending litigation and demands of whatever kind or character which may result and/or arise from my operation of said exhibitor, vendor, or food booth.
23. Exhibitor is responsible for workers compensation coverage for your staff. GPSP does not carry Workers Compensation Insurance for your staff or volunteers.

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THE FOLLOWING ITEMS PERTAIN TO FOOD VENDORS ONLY:

- F1. All food concession vendors must be prepared to keep all food stored inside their allotted tent space and off the ground. All cooking or electrical appliances must conform to the UNIFORM FIRE CODE of the City of Palm Springs Fire Department.
- F2. All concessions dealing with food items are required to obtain a County of Riverside Health Department permit. The fee for this is included in the booth fee and GPSP will procure this permit for you. Also required is a Special Event Selling Permit from the City of Palm Springs. This permit fee and its administration is also included in your booth fee. There is no need for you to contact the County of Riverside or City of Palm Springs. GPSP will furnish both of these requirements for you.
- F3. Due to Health Department regulations, all food must be prepared on the Festival site, unless the food concession vendor has a special food-catering license with the County of Riverside Health Department. Food may be prepared off the festival site only in controlled environments, under the guidance of the Health Department.
- F4. Food concession vendors using heat to cook with, and/or open flames, must cook in the open air, and not under a tent. The City of Palm Springs fire marshal requires there to be 20 feet behind the rented 10 foot concession tent: 10 feet for storage, 10 feet for cooking. Food vendors must provide fireproof containers for discarding ashes.
- F5. Containers of butane or fuel must be affixed to a post or other secure item, but may not attach to site decorations or sets.
- F6. Food concession vendors must control drainage and/or condensation.
- F7. Food waste must be disposed of in the vendor's trash receptacles and then dumped into the large dumpsters provided. Food vendors may not utilize the standard Festival trash containers.
- F8. Running water is NOT provided. Food concession vendors must provide appropriate cleaning materials.

PLEASE KEEP A COPY OF THESE TERMS AND CONDITIONS FOR YOUR RECORDS

Acknowledgement of Rules and Regulations

*Any Exhibitor who fails to comply with **ANY** of the provisions outlined herein shall be subject to the forfeiture of their deposit and any resultant damage in any amount in excess of said deposit. Any violation of the rules and regulations outlined herein will be grounds for revoking this License to Occupy and GPSP reserves the right to retain booth fees and deposits.*

I, the applicant, hereby warrant and confirm I have read this application as well as the rules and regulations in its entirety, understand its contents and will comply with all its terms.

It is agreed and understood that the completion of this application shall not be binding either to the proposed exhibitor/ vendor or to GPSP until accepted in writing by Greater Palm Springs Pride, Inc.

Company / Organization Name _____

Contact Person: _____

Signature: _____ Date: ____/____/____

Thank you for Supporting Palm Springs Pride!


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Payment by Credit Card - Please use the Regular Rate when calculating your fees.

VISA – Master Card – Discover (sorry no AMEX)

Complete this Credit Card Authorization and return along with the Acknowledgement of Rules and Regulations on page 6.

Remember if you pay by company check, cashier's check or money order you can pay the discounted rate. For any other method of payment please use the regular rate.

Credit Card Authorization - I agree to be bound by Palm Springs Pride's Rules & Regulations and authorize Pride to charge the credit card below for the item (s) noted on this Exhibitor Application.		Authorized Amount <i>from Line 17 page 2</i> \$
Cardholder's name <i>(please print)</i>	Please charge my <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Discover	
Billing Address	City,	State,
Zip		
Cardholder Telephone Number		
Card Account #	Exp mm / yy	Security code*
Cardholder Signature		
Please fax your complete application to 760-323-8704		
<i>*Credit Card Security Code - For your security, we require your credit card's security code. This greatly improves the security when we process your credit card. For Visa, Mastercard or Discover, please provide the 3-digit verification number found on the back of your card. This is a non-embossed number printed on the signature panel on the back, immediately following the account number.</i>		

Thank you!