3/9/2020

Dear Community Groups,

The City of San Clemente’s Recreation Division is beginning to organize for Cinco de Mayo and we are seeking volunteers and food trucks to participate in this year’s festivities. Cinco de Mayo is an event that celebrates the Hispanic culture and a day filled with live music, carnival games for children, face painting, giant slides, inflatable games and much more! We average about 5,000 people at this event. As part of the event, we work with local community groups to volunteer and help us host one of the activities. I would like to invite and encourage all of the San Clemente non-profit groups and organizations to participate in hosting. This is an opportunity for you to promote your organization and at the same time, meet residents of San Clemente. You are provided with supplies for the booth you are hosting and you are welcome to bring any advertising materials and display them in your booth (which is either 5x5 or 10x10).

To bring the taste of the Hispanic culture, we are also seeking food trucks to join us. We like to have a variety of options from tacos, tostadas, burritos to Aguas Frescas and churros! All you need is your San Clemente Business License, Orange County Health Permit, and if you are a non-profit, you will need to submit a Health Permit with the Orange County Health Department.

We are in the process of assigning booths and securing food trucks, so if this is something you are interested in, please fill out the attached form and forward it to me with all of your information and copies of your business license and Orange County Health Permit (for food vendors) by the deadline on the application. If you have any questions or would like more information, please do not hesitate to contact me.

Thank you for your time and hope to hear from you soon.

Wendyann Fernandez
Recreation Coordinator
FOOD VENDOR APPLICATION

Saturday, May 2, 2020 | 2:00p.m. - 6:00p.m. | Max Berg Plaza Park (1100 Calle Puente)

Applications are due Wednesday, April 22 by 5 pm at the San Clemente Recreation Division office.

Be a part of the celebration! The City of San Clemente is now accepting food vendor applications for the Annual Cinco de Mayo Fiesta. The city is seeking a variety of flavors that incorporate the Hispanic culture. Vendor space is limited. Applications must include a San Clemente Business License, an Orange County Health Department Permit and applicable fees to be complete. Applications must be complete and received by the application deadline in order to secure a spot.

The festivities include, live entertainment, a Children’s Pavilion with games, rides, face painting, Fun on the Run Mobile Recreation, giant slide and so much more. The entire family will enjoy this event!

REQUIREMENTS APPLICATION PROCESS & REMINDER

SAN CLEMENTE BUSINESS LICENSE

All vendors (including non profit organizations) must obtain a San Clemente Business License. Our Office is located at the Community Development office, 910 Negocio. Contact Business Licensing at 361-6166 or businesslicense@san-clemente.org. *Nonresidents please ask about our one day event fee!

ORANGE COUNTY HEALTH DEPARTMENT PERMIT

Food Truck must submit a copy of a permit to sell food to the public from the Orange County Health Department. For non-profit food vendors, the County Forms are available online and must be submitted by the organization (not the City) with proof of the non-profit status. Download forms at www.ocfoodinfo.com or call (714) 656-7198.

FEES

<table>
<thead>
<tr>
<th>Truck Space (1):</th>
<th>$100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-profit Food Vendor:</td>
<td>$75</td>
</tr>
<tr>
<td>San Clemente Business License:</td>
<td>Call San Clemente BL 361-6166 or <a href="mailto:businesslicense@san-clemente.org">businesslicense@san-clemente.org</a></td>
</tr>
<tr>
<td>Orange County Health Permit:</td>
<td>Call Valerie Kenekeo (714) 433-6038 or <a href="mailto:vkeneko@ochca.com">vkeneko@ochca.com</a></td>
</tr>
</tbody>
</table>

APPLICATION PROCESS & REMINDER

- Applicants who are approved will receive a letter of confirmation (with items and information listed).
- Applicants who are denied will be refunded, and notified at least 2 weeks after submittal date.
2020 FOOD BOOTH APPLICATION
Applications are due Wednesday, April 22 by 5 pm at the Recreation Division office.

ORGANIZATION: ___________________________ PRIMARY: ___________________________

CONTACT: _________________________________ ADDRESS: __________________________

PHONE#: _________________________________ E-MAIL ADDRESS: ______________________

SALES PERMIT STATUS: Check appropriate box and provide all requested information

☐ I holds a current and valid Seller's Permit. Permit #:
☐ I holds a current and valid San Clemente Business License. License #:

VENDOR TYPE: Select one option below.

☐ FOOD TRUCK
☐ NON-PROFIT

FOOD DESCRIPTION: (Please include food and drink items to be sold)

Total: $ ☐ Check # ☐ Cash ☐ Credit Card (in-person/walk-in only)

RELEASFROM LIABILITY AND INDEMNIFICATIONS

Photo/Video Release: I understand that at various times City representatives may photograph and/or video activities of City recreation programs, special events and participants. By signing this form, I authorize the City of San Clemente to use or publish any photographs/videos taken of me or my child/children to promote classes on the City’s website and other internet publicity, and/or in future publications of City brochures and/or flyers.

Release and Waiver of Liability and Indemnity Agreement: The undersigned hereby releases the City of San Clemente and its officers, agents and employees from all liability to the undersigned (and from any minor participants for whom the undersigned has the capacity to contract), thereby releasing, indemnifying, and holding harmless the City of San Clemente, its officers, agents, and employees from all liability to the undersigned (and said minors) for any loss or damage on account of physical, mental and emotional injury to the undersigned (of said minors) caused by negligence of the City of San Clemente, its officers, agents and employees. The undersigned hereby assumes full responsibility for, and the risk of, physical, mental and emotional injury due to the negligence of the City of San Clemente, its officers, agents and employees. The undersigned recognizes for himself or herself, and any minors that the events and occurrences to which this release applies can be dangerous and as a result of signing below, the undersigned is accepting those risks for himself or herself, and for any minor participants for whom the undersigned can contract.

I, THE UNDERSIGNED, AM FAMILIAR WITH THE NATURE OF ACTIVITIES AND CERTIFY THAT I HAVE READ AND UNDERSTAND THIS WAIVER AND RELEASE AS IT APPLIES TO MYSELF AND TO ANY MINORS FOR WHOM I AM SIGNING.

SIGNATURE: ____________________________________________

PRINT NAME & TITLE: ____________________________________________ DATE: ______________

________________________________________

Office Use Only

Date Received:_______ Staff Initials: _________ ☐ Approved ☐ Denied