

BRISBANE PARKS & RECREATION DEPARTMENT
2024 DAY IN THE PARK – COMMERCIAL VENDOR APPLICATION

CONTACT INFORMATION			
Organization Name			
Address			
	City	State	Zip
Primary Contact Name			
Primary Phone		Primary Email	
Secondary Contact Name			
Secondary Phone		Secondary Email	

VENDOR DETAILS

Please describe the type of information your organization will be providing to the public at this event:

Will you be selling anything from your booth?	<input type="checkbox"/> No	<input type="checkbox"/> Yes (If so, please describe the items you intend to sell.)
Do you have a current Brisbane business license?	<input type="checkbox"/> No	<input type="checkbox"/> Yes

EQUIPMENT

Please select the boxes below to identify your equipment needs: *(Note: Standard equipment provided for commercial vendors includes one table and two chairs. Excessive equipment requests beyond this may result in an additional fee.)*

<input type="checkbox"/> TABLES Number of tables needed:	<input type="checkbox"/> CHAIRS Number of chairs needed:
<input type="checkbox"/> ACCESS TO ELECTRICAL - For what purpose:	
<input type="checkbox"/> OTHER (Please describe.)	

PAYMENT

Commercial Vendor Fee: <input type="checkbox"/> \$100 (if requesting for the City to provide a tent) <input type="checkbox"/> \$50 (if providing your own tent)
<input type="checkbox"/> CASH <input type="checkbox"/> CHECK (Check # _____)
Payment Received By: _____ Date Payment Processed: _____

ACKNOWLEDGEMENT & SIGNATURE

I understand that the Brisbane Parks and Recreation Department and the City of Brisbane are not responsible for damaged, stolen or lost display items or merchandise. By my signature, I also agree to abide by all rules set forth as outlined by the City of Brisbane for this event.

Applicant Signature: _____ Date: _____

Please Note: We are not accepting specific table placement requests this year as the event will have a revised layout. **All applications must be returned before September 9th in order to guarantee placement at this year's event.** Please contact Ricardo Monroy at rmonroy@brisbaneca.org or 415-508-2143 with questions. Your completed application can be sent to Ricardo at the email provided above or mailed to the following address:
 Ricardo Monroy | Brisbane City Hall | 50 Park Place | Brisbane, CA 94005
Thank you for your participation!