



# 2016 Cornish Christmas HOLIDAY VENDOR APPLICATION

Friday evenings - 6 - 9pm  
November 25, December 2, 9,16,23

Downtown Grass Valley on Mill Street and Main Street - **Outdoor event, rain or shine - sorry, no refunds**  
**Application Deadline is November 11** or until filled (don't wait, event sells out!)

**Cornish Christmas - A Grass Valley Tradition!** *It was estimated that in the 1890s, over 60% of the population of Grass Valley, California was Cornish. So came the parade of "Cousin Jacks and Jennys" as they were known from Cornwall, England to the young mining fields of Nevada County.*

**Vendor Attire:** In order to keep the feel of a Cornish Christmas we encourage vendors to bring the holiday spirit to their booth with holiday decorations and by wearing knitted scarfs, hats, long overcoats, shawls, capes, and boots. We would appreciate avoiding modern attire such as tennis shoes, jeans and bright colors.

**Vendor Merchandise Requirements** - This is a juried event **PHOTOS MUST ACCOMPANY YOUR ENTRY.** Submit 2 photos showing all items you plan to have in your booth. Photos will not be returned.

**Vendor Liability Insurance Required** - All vendors must provide liability insurance. If you do not have currently have business insurance, please check with [www.theeventhelper.com](http://www.theeventhelper.com) - 1020 McCourtney Rd, Grass Valley, Phone: (855) 493-8368

**Vendor Sellers Permit Required** - If you are selling anything in your booth space, you must provide a California resale permit. For questions please call the State Board of Equalization at 916-227-6909 or visit [www.boe.ca.gov](http://www.boe.ca.gov)

**Food Vendor Health Department Requirements** - If you are selling packaged or freshly prepared food you must submit a Nevada County Environmental Health Risk Assessment Form, filled out with permit number and information about the food to be served with your application. For more information contact 530-265-1467 - 950 Maidu Ave, Nevada City, CA 95959

**Application and Payment - 50% payment due at time of submission, balance due by November 21**

GVDA mailing address: PO Box 1986, Grass Valley, CA 95945      GVDA physical address: 125 Neal Street, Grass Valley, CA 95945  
Email submission to: [shanin@immersionmktg.com](mailto:shanin@immersionmktg.com)

**Space Fees: All five nights - Friday evenings ~ November 25, December 2, 9,16,23**

Craft Vendors	\$325.00
current GVDA merchants	\$200.00
501(c)3 Non-Profits	\$250.00 (space is limited.)
Food Vendors	\$400.00 (all food items, packaged or fresh prepared)
Single Night	\$100 (no guaranteed space) <i>For booth spaces less than 4 night, submit your application with payment and all paperwork.</i>

**Booth Space** - Booth spaces are 10 x 10 and will be lined on either side of Mill and Main Street. Protective canopies are recommended. Electricity is not guaranteed. For electricity, a \$50 fee will apply in addition to your vendor space fee. We work with local merchants to provide electricity, but you must bring your own industrial electrical cord and duct tape for safety. We recommend battery operated light sources. Any propane sources will require a 5lb fire extinguisher be at your booth. **Garbage! Pack it in - pack it out - thank you**

**Set Up / Break Down** - Spaces are assigned on the street in front of downtown merchants, please be respectful. Set up is from 4:30 to 6:00pm Booths must remain open until 9:00pm. Loading/unloading and parking instructions to follow once booth spaces are assigned.

**Cancellation policy.** If you are unable to attend one Friday - please call the GVDA office 530-272-8315. This is a no refund event. However, special circumstances may be reviewed by the GVDA board of directors on a case by case basis.



We are here to assist you in having a fun and successful event!  
For questions please contact Shanin Ybarrondo, Event Coordinator  
530-913-2334 [shanin@immersionmktg.com](mailto:shanin@immersionmktg.com)  
Or the GVDA office 530-272-8315



[www.facebook.com/historicgrassvalley](https://www.facebook.com/historicgrassvalley)

[www.downtowngrassvalley.com](http://www.downtowngrassvalley.com)



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Date \_\_\_\_\_  
Business Name \_\_\_\_\_ Phone # ( ) \_\_\_\_\_  
Contact Person \_\_\_\_\_ Email \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

List all handmade or high quality holiday products / food to be sold, use reverse side if needed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check applicable space fee: All five nights - Friday evenings - November 25, December 2, 9,16,23

\_\_\_\_ Craft Vendors \$325.00 Resale # \_\_\_\_\_  
\_\_\_\_ Current GVDA merchants \$200.00 Resale # \_\_\_\_\_  
\_\_\_\_ 501(c)3 Non-Profits \$250.00 (space is limited) Fed Tax ID# \_\_\_\_\_ Resale if applicable \_\_\_\_\_  
\_\_\_\_ Food Vendors \$400.00 (all food items, packaged or fresh prepared)  
Valid Heath Dept # \_\_\_\_\_ Resale if applicable \_\_\_\_\_  
\_\_\_\_ Single Nights \$100 (space not guaranteed) less than 4 night, still submit your application with payment and all paperwork.  
Dates requested \_\_\_\_\_  
Resale # \_\_\_\_\_ Valid Health Dept # \_\_\_\_\_  
\_\_\_\_ Request for Power \$50.00

Remember to enclose:

\_\_\_\_ A minimum of two photos of your work (email submission to shanin@immersionmktg.com)  
\_\_\_\_ Proof of insurance  
\_\_\_\_ 50% Booth Fee due with application, balance due before November 21  
\_\_\_\_ Check enclosed  
\_\_\_\_ Visa/MC # \_\_\_\_\_ Exp. date \_\_\_\_\_ 3 code (on back) \_\_\_\_\_  
Address for card \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

I have read and understand the enclosed conditions of participation, including the requirements that all items I sell are of high quality.  
Participation of all five nights is required unless a single night has been pre-arranged. In addition, your booth and persons working the booth will be dressed in holiday attire and the booth space will be cleaned each night.

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-----office use only-----  
Date recv'd \_\_\_\_\_ Payment enclosed Yes \_\_\_\_\_ No \_\_\_\_\_ Check# \_\_\_\_\_ Photos \_\_\_\_\_ Insurance \_\_\_\_\_ Resale \_\_\_\_\_ Heath \_\_\_\_\_  
Acceptance Letter \_\_\_\_\_ Space # \_\_\_\_\_  
Notes \_\_\_\_\_