



**Booth Space Details**

My Concessionaire Vendor Booth consists of (check all the apply):

10'x10' Ez-Up Canopy

Trailer: Length including tongue to end trailer \_\_\_\_\_

Trailer service door is on:  Back of trailer  Side of trailer

Service window is on:  Passenger side  Driver's side  Back of trailer

My trailer requires power:  Yes  No

If yes, how much and type power: \_\_\_\_\_

BBQ or Grill Length of grill: \_\_\_\_\_

Refrigeration units Number of units: \_\_\_\_\_

My Concessionaire Vendor Booth contains a handwashing station:  Yes  No

**List all other equipment that requires electrical power below:**

Equipment Type	Amount of Power Required

My employees/staff wear a uniform:  Yes  No

**Submit photos of your complete booth set-up — including food items, banners and signage — with this application via U.S. mail.**

**Mail application and photos to:**

Recreation & Culture  
 Special Events Division  
 38260 10th St. East  
 Palmdale, CA 93550

**How will I know if I am selected?**

The City reviews all applications received annually to determine applications selected for approval. After the review, applicants will be phoned and notified of status.

**What happens if I am selected?**

Upon acceptance, approved Concessionaires will enter into a contract with the City of Palmdale to provide concessions at various events. Approved Concessionaires must provide an insurance certificate of liability and an additional insured endorsement that meets City requirements.

Visit the following link for a sample insurance certificate and endorsement:

<http://www.cityofpalmdale.org/Portals/0/Documents/Residents/Parks/Sample%20COLI-Low%20Hazard%20Use.pdf>