



Orange County Black History Parade & Unity Festival

205 West Center Street Promenade, (Downtown) Anaheim 92805-3911

1st Saturday in February

10:00 AM – 4:00 PM

VENDOR APPLICATION

App Deadlines
Food: Dec 31st
Non-Food: Jan 7th

Business Name: _____
 Mailing Address: _____
 City/State/Zip: _____
 Product/Service Description: _____
 Contact Person: _____
 Telephone / Email: _____
 Alternate Contact Person: _____
 Telephone / Email: _____



Vendor Authorized
Representative: _____

BOOTH TYPE & PRICE (each booth)

- ✓ All Fees Are Non-Refundable
- ✓ All required documents must be submitted with application
- ✓ The City requires a Seller's Permit for vendor selling anything
- ✓ Vendors cannot use any part of the event's name, theme, motto, or hosting organization's name

- \$145 - Information Only
- \$225 - Product Sales *(a Seller's permit required if selling anything)*
- \$325 - Food Vendor Non-Profit *(must have proof of non-profit status required by Health Department)*
- \$375 - Food Vendor Commercial *(must meet Health Department requirement, Health fee included)*

Discount when fee is received by: \$25 by Aug 31st / \$15 by Sept 30th / \$10 by Oct 31st

PAYMENT METHODS

- ✓ All payments must reach us on or before deadline
- ✓ Submit payment receipt with application
- ✓ Indicate business name on payment

- VENMO:** OrangeCountyHeritageCouncil
- CashApp:** \$OCHeritageCouncil
- PayPal:** Orange County Heritage Council
- Check:** Payable To: Orange County Heritage Council
 Mail To: Attention Vendor / P.O. Box 29037 / Santa Ana, CA 92799



VENMO



CASH App



PAYPAL

OFFICIAL USE ONLY

Date Rec'd:	Date Paid:	Amount Confirmed:	Initials:
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VENDOR INFORMATION

FEES & DEADLINES:

- All fees are non-refundable
- The event will take place rain or shine
- All fees with completed application and required paperwork must be received by OCHC on or before the deadline date. Reach out to OCHC if no confirmation received within two weeks.
- **Deadline** for all **food vendors is Dec 31st**
- **Deadline** for all **other vendors is Jan 7th**

BOOTH SPACE:

- **Booth space is limited.** You will get confirmation of application received within two weeks.
- **A booth space, however, is reserved ONLY upon receipt of vendor fees with application. After deadline, only electronic payment required before confirmation to participate.**
- If anything is missing, you will be notified and placed on a pending waiting list. Once everything is received, then you will be moved to the reserved list if space is still available.
- The **Booth spaces are assigned on a first come basis** and the **assigned booth number** will be **confirmed** via email **two weeks before the event** along with setup details and directions.
- **Each booth** space will be **provided with one canopy** (10x10) booth with **one 8ft table** and **two chairs. No electricity will be available!** Only silent generator with prior approval may be used.

REQUIRED DOCUMENTS: ** no exceptions*

1. **Seller's Permit:** all vendors selling anything must have a California seller's permit. A free Temporary Seller's Permit may be obtained from the State Dept. of Equalization at <https://www.boe.ca.gov/>. Be sure to use the event address on the seller's permit application.
2. **Health Permit Application:** All food vendors must complete and submit the Health Permit Application that is part of the Temporary Food Facility (TFF) packet (page 3). Request the TFF package via email at BlackHistoryParadeVendor@gmail.com.
3. **Operation Specifications (TFF):** All food vendors must complete & submit both pages. Operational Specifications is part of the Temporary Food Facility (TFF) packet (pages 5-6).
4. **501 (c) (3) Tax Exempt Status: ONLY FOR ALL NON-PROFIT FOOD VENDORS.** Provide proof that status is current.

FOOD VENDORS:

Must submit the following paperwork with application:

- ✓ Seller's Permit
- ✓ Health Permit Application
- ✓ Operation Specification (2 pages)
- ✓ Proof of 501(c) (3) Tax Exempt Status (*Food Vendors ONLY*)
- ✓ **ALL FOOD VENDORS MUST BRING THEIR OWN FIRE EXTINGUISHER! NO EXCEPTIONS!**

ALL VENDORS:

Must submit the following paperwork with application:

- ✓ Seller's Permit (*if applicable*)
- ✓ Submit proof of all electronic fee payments (*if applicable*)

CONTACT INFORMATION:

Please submit all applications, paperwork, and questions to...

Email: BlackHistoryParadeVendor@gmail.com

Phone: [714] 579-9966