



# 2024 Central Coast AirFest Merchant Vendor Application

Application deadline: August 15, 2024

ALL applicants must submit a completed application with a booth photo. Please ensure the application is filled out completely (including insurance documents) and make your payment before the deadline date. Applications are accepted on a first come- first served basis. Application submission does not guarantee you a spot; all applications will be processed once all documentation and payment is received. A checklist has been included at the end of the application for your convenience. Email your completed application to: [vendors@centralcoastairfest.com](mailto:vendors@centralcoastairfest.com)  
Feel free to contact me with any questions at the above-listed email address or call me at 909-597-3722 ext.204.

**INSURANCE INFORMATION; PLEASE READ CAREFULLY:** All vendors must carry a General Liability and Automobile policy (for the vehicle on the airport property) minimum liability coverage of \$1,000,000. The business name you use on your application must match the name on your certificate of insurance. If you use a company name other than that on your insurance certificate, please add that name to your application. If your insurance policy expires prior to the AirFest, but after you submit it with your application then you must provide us with the current and valid certificate on or before September 10, 2024. Please check your expiration date and make arrangements to comply with this rule. We have included sample wording of the additionally insured wording for you to share with your agent and we strongly encourage you to forward it to them for accuracy. Please have the following listed as additionally insured on your business policy certificates exactly as written below (both should be named separately).

**Planes of Fame Air Museum and its officers, employees, agents and volunteers**  
14998 Cal Aero Dr  
Chino, CA 91710

**Santa Maria Public Airport District and its officers, employees, agents and volunteers**  
3217 Terminal Dr  
Santa Maria, CA 93455

## **VENDOR WRISTBANDS AND PARKING PASSES; PLEASE READ CAREFULLY:**

**WRISTBANDS:** Each 10 x 10 booth will receive two (2) vendor wristbands per day (4 total). Vendor wristbands are to be given ONLY to people working in your booth and must be worn at all times. Vendor wristbands allow access to the ramp before and after the public is allowed and access to areas where the public is not allowed.

**PARKING PASSES:** Vendor Parking is extremely limited. Only one (1) vendor parking pass will be issued to each vendor, regardless of the number of booths purchased. Vendor parking is primarily for vendor vehicles that are used for restocking your inventory. Employees working your booth will park in free general parking. Please do not request additional parking passes from our ramp and setup personnel.

## **SELLING DAYS INFORMATION AND REGULATIONS:**

- \* You may sell your merchandise on the following days: Saturday, September 21<sup>st</sup> and Sunday, September 22<sup>nd</sup>.
- \* You may setup Friday, September 20<sup>th</sup> between the hours of 8:00am to 5:00pm and Saturday, September 21<sup>st</sup> from 6:30am to 8:00am. All vehicles must be in designated parking area no later than 8:30am each Saturday and Sunday. There will be NO vendor setup on Thursday, September 19<sup>th</sup>.

- \* You may begin teardown of booth on Sunday after 5:00pm. All booths, equipment, and cars must be off the ramp by 8:00pm Sunday evening. If more time is needed, you may return on Monday morning between 8:00am to 12:00pm.
- \* You MUST have a vendor vehicle parking pass and vendor wristbands to be allowed entrance to the airport at all times.

**VENDOR INFORMATION (Fill out completely please):**

- \* The gates for the public will be open on Saturday and Sunday from 9:00am to 5:00pm.

<b>Company Name:</b>	
<b>Contact Name:</b>	
<b>Mailing Address: (Include City, State, &amp; Zip)</b>	
<b>Primary Phone:</b>	
<b>Cell Phone: (For use during air show)</b>	
<b>Contact Email:</b>	
<b>Products for Sale: Please Be Specific</b>  (Use an additional sheet of paper if needed)	
<b>Booth Size:</b>	<input type="checkbox"/> 10' x 10' @ \$750 <input type="checkbox"/> 10' x 20' @\$1,250 <input type="checkbox"/> 20' x 20' @\$1,750  ** If a larger space is needed, please email <a href="mailto:vendors@centralcoastairfest.com">vendors@centralcoastairfest.com</a> for pricing request.
<b>Number of booth persons:</b>	<input type="checkbox"/> Saturday <input type="checkbox"/> Sunday

<b>Will you use a generator?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No *If yes, please read generator requirements.
<b>Date of payment made and name on payment:</b>	

**CANOPIES:**

All canopies must be anchored against possible high wind gusts. You are responsible for any damages caused by your canopy if it breaks free in the wind.

**CHECKLIST:**

- \_\_\_\_\_ Completed Application sent to [vendors@centralcoastairfest.com](mailto:vendors@centralcoastairfest.com)
- \_\_\_\_\_ Payment made online or mailed to: Planes of Fame Air Museum  
14998 Cal Aero Dr. Chino, CA 91710
- \_\_\_\_\_ Insurance documents attached
- \_\_\_\_\_ Copy of Company Seller's Permit for California attached
- \_\_\_\_\_ Copy of Booth Photo attached