



VENDOR APPLICATION

Non-Profit Organizations

(Not for profit groups and community organizations)



ORGANIZATION INFORMATION

Organization Name	Date Established	Federal Tax I.D. Number
Business Address	City, State, Zip	
Type of Business	Business Phone	Fax
Business Structure (check one) <input type="checkbox"/> 501(c)3 <input type="checkbox"/> 501(c)6 <input type="checkbox"/> Other (specify) _____	Email Address	

DESIGNATED REPRESENTATIVE

Name (First Middle Last)	Driver Lic Number
Residence Address	City, State, Zip
Residence Phone	Cell Phone

VEHICLE INFORMATION

Vehicle One Make and Model	Model Year	Color	License
Vehicle Two Make and Model	Model Year	Color	License

BUSINESS AFFILIATIONS

Please check any of the following business affiliations that apply:

<input type="checkbox"/> Oceanside Morning Market participant (___ years)	<input type="checkbox"/> MainStreet Oceanside Beach Services Program
<input type="checkbox"/> MainStreet Oceanside District Business (paid member)	<input type="checkbox"/> MainStreet Oceanside District Business
<input type="checkbox"/> City of Oceanside business	<input type="checkbox"/> Oceanside Chamber of Commerce

ORGANIZATION'S MISSION STATEMENT

Non-profit organizations may solicit contributions or sell fund-raising items no more than four times per year. If you wish to engage in this activity, please give us a detailed description of the products you would like to sell (this list must be comprehensive - you will be limited to those items on this list). What will the funds be used for?

Will you be distributing literature? If so, list here and attach copies.

Tell us why you think your presence would enhance the Sunset Market:

Attach a photo of your booth setup here:

*Sunset Market vendors are expected to maintain an attractive booth display of their products. Your application will be judged on your presentation, so a photo of your booth setup is **mandatory**. If you have not sold in an outdoor market setting before, creating an attractive booth presentation is an important exercise prior to entering any market. The Sunset Market Committee reserves the right to reject applications that lack a booth photo.*

Attach photos of your products here if applicable (see rules):

Describe the vehicle that you propose to bring into the market for load-in:

The Sunset Market is at capacity and space for vendor load-in is extremely limited. Please provide a description of the vehicle that you propose to use for load-in including length. If you are proposing to bring a trailer into the market, please provide a description of the trailer including length. (We reserve to reject applications based on load-in space limitations.)

DO YOU PLAN TO BRING A TRAILER INTO THE MARKET? (Circle) YES NO LENGTH ③

HOLD HARMLESS AGREEMENT (read and sign):

Business Name: _____ (hereafter "Vendor") is applying for permission to use a space or spaces on the streets of Downtown Oceanside for the Sunset Market, a MainStreet Oceanside (MSO) event, between the designated hours for setup, selling and teardown. In the performance of this contract, "Vendor" and the agents and employees of "Vendor" shall act in an independent capacity and not as officers or employees or agents of MSO. "Vendor" agrees to indemnify and hold harmless the City of Oceanside, Main Street Oceanside, Inc., Main Street Foundation, Inc., Kimyon Corporation, their officers, agents, volunteers, and/or employees against and from any and all claims, lawsuits, damages, losses, expenses and costs, to include those brought for, or on account of damage or loss of any item in vendor's space, or injuries to or death of any person or persons, including "Vendor", or damage to or in connection with the specified event. "Vendor" acknowledges that no guarantee is made of financial success thereby making Vendor Fees non-refundable. "Vendor" understands that no guarantees of product exclusivity are made by MSO unless arranged in advance and granted in writing. "Vendor" agrees to obtain all required permits and licenses specified by any and all Federal, State, County and Municipal Agencies and comply with all applicable codes and regulations.

I have read and understand the application and accompanying materials. Furthermore, I acknowledge receipt of the Vendor Rules and Regulations (available on our website at www.ms oceanside.com or in our office at 701 Mission Avenue in Oceanside) and that I have read and understand the rules. I agree to honor the Rules and Regulations. I understand that incomplete information will delay processing of my application. I understand that my application is subject to review and acceptance by the Sunset Market Committee and completion of this application is not a guarantee of space allotment in the Sunset Market. All returned checks are subject to a \$30 service charge.

Signature: _____ **Date:** _____

FEE SCHEDULE:

10' x 10' Non-profit Organization Booth Space Fee: see website for fee schedule

NOTE: There are a minimum of two Non-Profit booths per Market night. Non-Profit applicants are limited to two Market dates in any calendar month. Additional Market dates within a month are subject to availability and at the discretion of Market Management. All Non-Profit booths are subject to reservation on a "first come" basis. *Booth fee includes ground space only and up to 3.5 amps of electric service for booth lighting. (The Sunset Market will remain open after dark during certain times of the year and vendor will be required to provide booth lighting.) Additional electric service is available at an additional charge by advance arrangement with the Sunset Market Manager. Payment for booth space must be received prior to market appearance.*

CHECKLIST: Please check your application for completeness. Help us allocate a space for you in our Sunset Market by submitting a complete application.

- Organization Information (page 1)
- Letter from Board of Directors authorizing this activity
- IRS Determination Letter (your Board secretary will have this)
- Product Description and/or copies of literature/handouts (page 2)
- Booth and Product Photos (page 3)
- Signed Hold Harmless Agreement (page 4)
- Completed Calif Board of Tax & Fee Administration Form 410-D (aka Sellers Permit) (page 5)
- Copy of Drivers License Copy of Vehicle Registration Copy of Vehicle Proof of Insurance

Return completed application to:

**MainStreet Oceanside • 701 Mission Avenue • Oceanside, CA 92054
(760) 754-4512**

SWAP MEETS, FLEA MARKETS, OR SPECIAL EVENTS CERTIFICATION

People who sell merchandise in California are generally required to hold a seller’s permit.

You **may not** sell at this event unless you have a seller’s permit or are not required to hold a permit. You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others. You are not required to hold a permit if you are only making “occasional” sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.

You may electronically register for a seller’s permit at no cost to you by visiting our website at www.cdtfa.ca.gov. To find a California Department of Tax and Fee Administration (CDTFA) office near you, call our Customer Service Center at 1-800-400-7115 (TTY:711) or visit our website. If you obtain a temporary seller’s permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

Occasional and Nontaxable Sales—Occasional sellers are usually people who are not required to hold a seller’s permit because they will not be making a series of qualifying sales. A person who has cleared their garage of used items *accumulated for their own use* and who sells *only* those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period. Some sellers who make only nontaxable sales are also not required to hold seller’s permits. Examples include sellers of fresh produce or other cold food products sold “to go.” Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

Section 6015 Retailers—Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller’s permit when: (1) the product supplier is a CDTFA approved section 6015 retailer, (2) the product supplier reports and pays tax on the actual “retail selling price,” (3) the individual is selling only those items purchased from the section 6015 retailer, and (4) the individual provides the name of the product supplier. Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (for example, Avon, Tupperware).

Verification of a seller’s status is required by law. Please complete all four sections of this form. Please print.

1. EVENT INFORMATION

EVENT NAME AND PLACE <i>MainStreet Oceanside Sunset Market - Downtown Oceanside</i>	
EVENT DATE(S) <i>Thursday Evenings</i>	TABLE/BOOTH/LOCATION ID NUMBER

2. VENDOR/EXHIBITOR INFORMATION

OWNER’S NAME	
MAILING ADDRESS (<i>street number or P.O. box</i>)	
<i>(city, state and ZIP code)</i>	TELEPHONE NUMBER ()
DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE	
TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED	

3. STATUS—*Check appropriate boxes, and provide requested information*

- I hold a valid seller’s permit. My number is: **S** _____
- No sales of tangible personal property are being made or solicited at this event.
- I am not required to hold a seller’s permit because:
 - My retail product sales are not subject to tax My sales are exempt occasional sales
 - I sell on behalf of a section 6015 retailer _____

4. CERTIFICATION—*Partners/additional sellers, complete a separate copy of this form*

The above statements are certified to be correct to the best knowledge and belief of the undersigned.

NAME (<i>type or print</i>)	TITLE
SIGNATURE	DATE