



The Pine Cone Festival is an alcohol free family fun event that showcases our beautiful and unique mountain environment.

PO Box 2582, Running Springs, CA 92382
www.PineConeFestival.org

Saturday, October 2, 2021 9:30am-4:00pm

Rim Nordic Ski Area

Highway 18, five miles east of Running Springs

NON-PROFIT / AGENCY BOOTH APPLICATION

The Festival will honor any COVID restrictions in effect at the time of the Festival.

All booths (agencies excepted) must decorate with a pine cone or forest theme

To reserve a booth:

- 1. Complete this form, save under your booth name and email to PineConeFestival@gmail.com
- 2. Complete this form and mail to PCF, PO Box 2582, Running Springs, CA 92382; must be received by Friday, September 17th. Note: Non-profit booths are max 10x10 unless arrangements are made in advance. this does not apply to first responder agencies/engine areas.

For booth related questions, call (866) 923-3473 or email PineConeFestival@gmail.com

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Please reserve one NON-PROFIT or AGENCY booth for the Pine Cone Festival: \_\_\_\_\_

Double booths available, contact PCF at PineConeFestival@gmail.com for more info. If your non-profit wants a double booth or will be selling merchandise, a booth fee of \$25 is required. Donation jars are allowed.

I'm interested in Friday afternoon set up Yes

Name of Business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street or PO Box City ZIP

email \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Website: \_\_\_\_\_ If you would like your logo on our website, email us a .jpg

Describe your services. Please be as complete as possible. Include description of your booth, i.e. 8x8, 10x10 etc.

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

Special needs/requests: \_\_\_\_\_

Will you be able to donate a prize(s) for our raffle? 100% of the proceeds of the Festival go back into the Festival for promotion, permits, insurance and facilities.

Yes ( ) Prize description \_\_\_\_\_ value \$ \_\_\_\_\_

Sorry, not this year ( ) Prize donors will be announced/promoted during the Festival at regular intervals

I have read and agree to items 1 through 21 on the next page: \_\_\_\_\_ (initial) Date \_\_\_\_\_

Name (printed): \_\_\_\_\_ Signature: \_\_\_\_\_

## PINE CONE FESTIVAL BOOTH INFORMATION, GUIDELINES AND RULES

1. All vendors are subject to approval by the Pine Cone Festival Steering Committee. PCF makes every effort to avoid specific duplicates on retail items. Generic categories, such as jewelry, pottery, candles, may be duplicated, but for example there will be only one "Scentsy" candle booth. The vendor coordinator will contact you if there is a concern. Product acceptance is on a first come, first serve basis.
2. Vendor should dress comfortably, remaining professional in appearance and performance. Apparel with language or graphics that are vulgar, sexually explicit, or otherwise offensive is not allowed. Flip flops or loose footwear is not recommended due to the outdoor environment and terrain.
3. Keep in mind that this event will be held outside. No rain dates/refunds in case of inclement weather.
4. The Festival is not responsible for lost or stolen merchandise or personal effects.
5. Booth space is generally 10x10; double booths for a single vendor are available at a discount. For FOOD VENDORS with mobile trailers/kitchens that are self-contained, we will consider those a single booth. If you have any questions, contact us for details (866) 923-3473 or via email at PineConeFestival@gmail.com
6. All vendors are responsible for setup (tables, chairs, EZ ups) as well as manning their booths at all times and cleaning up their site. Two persons per booth is suggested for breaks, etc.
7. All vendors must have their own cash box and/or card reader. **There is an ATM at Snow Valley, across the highway. The Festival does NOT have ability to make change - PLAN AHEAD**
8. Wi-Fi service may be spotty in the mountains; vendors should be prepared if they use the Internet for credit cards transactions, etc.
9. Booth set up may begin at 6:30am. All booths must be set up by **9:00am**.
10. Booths must remain set up until **4:00 pm**, unless otherwise authorized by event staff.
11. For personal safety, vehicles **must be removed** from the booth area **until 4:15 pm** unless authorized by Festival management/staff.
12. There is **no** electrical service at this location. If power is needed, vendor must provide own generator **and inform PCF in advance**.
13. **On-site water source is limited**. If water is needed, vendor must bring supply.
14. **No separate sound systems are** permitted. Vendors will be allowed to use the main stage for announcements.
15. **Alcoholic beverages or cannabis items are NOT allowed on the premises**. The consumption of alcohol or cannabis by vendors will result in closure of the vendor booth. The sale of alcohol, cannabis, or tobacco-related products, drug paraphernalia and/or items that promote the use of illicit substances is **not permitted**.
16. Pets are NOT allowed in vendor booths without prior approval.
17. FOOD VENDORS must have current San Bernardino County Temporary Food Facility (TFF) or Mobile Food Facility (MFF) Health Permit. For information: COUNTY OF SAN BERNARDINO –DEPARTMENT OF PUBLIC HEALTH DIVISION OF ENVIRONMENTAL HEALTH SERVICES PHONE: (800) 442-2283 or visit [www.sbcounty.gov/dehs](http://www.sbcounty.gov/dehs).
18. **Copies of current TFF or MFF Health Permits must be attached to food vendor applications**.
19. To be guaranteed inclusion in the list of advertised vendors, fee and application must be received by date noted on front of this form. Applications received after that date are subject to booth availability.
20. There is a \$25 service charge for returned checks.
21. Cancellations: No refunds will be given for cancellations received **less than 14 days prior to event date**.

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