

APPRECIATION DAYS - SPACE APPLICATION

Office Use Only		
App # _____	Rec. Date _____	
MVAD	FRAD	BOTH
POC:		
<input type="checkbox"/> Large V	<input type="checkbox"/> Electricity _____	
<input type="checkbox"/> ML _____	<input type="checkbox"/> Delivery _____	
<input type="checkbox"/> INS _____	<input type="checkbox"/> Parking _____	
<input type="checkbox"/> HO Approved	<input type="checkbox"/> GA _____	

Before filling out form, FIRST, Download and SAVE the file to your computer. After completing your form, save it again and Submit the following items:

Application, Megan’s Law Form, Proof of Insurance & Copies of Handouts to Appreciation Coordinator.

by **June 14, 2019**, Email: dflynn@calexpo.com or fax: (916) 263-7903. Questions? Call: (916) 263-3182

The CA State Fair will provide a 10 x 10 outdoor ground space, (1) 8 ft. table & (2) chairs. All other items needed for booth space are the responsibility of the participant. Consider bringing a cart with wheels for easy carry out (no vehicles allowed on grounds after 10:30 am, this includes evening carry out!). Electricity can be ordered upon request below.

Event (check one or both) **Military & Veterans Appreciation Day**, Thursday, July 18, 2019
 First Responders Appreciation Day, Thursday, July 25, 2019

Organization Name: _____

Contact Name: _____ Email: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Website: _____

(Day of Event) Cell: _____

Additional Notes: _____

Type of Activity:

- Community Education Outreach Recruitment
 Service Other

Do you have handouts?

- No Yes (submit copy for approval)

Insurance Requirements: Each exhibitor must provide the California State Fair a certificate of General Liability Insurance of not less than \$1,000,000 naming Cal Expo as an additional insured. Please check the form of insurance you will provide:

- Have own carrier/ **must provide a letter.**
 Are self-insured State Agency/ **must provide the letter.**
 Need to purchase. \$22 per day. Submit check with application payable to, “California State Fair.”

Megan’s Law Form: All persons conducting business with, employed by, or volunteering at Cal Expo shall provide the necessary personal information to enable their names to be searched through the Department of Justice’s Megan Law files. **Please complete & return the attached form. ***NEW 2019: sworn officers and active military are exempt from the process.*****

The signee states that he/she **has received** and **has read** the Cal Expo’s Appreciation Days Rules & Regulations Guidebook and that the guidelines **will be communicated** to other members participating on the team. *Note:* This form is an application for Free, outdoor, space only, and is neither a commitment by the applicant nor an offer by the California State Fair to rent space. All information provided should be complete and accurate. All exhibit spaces are 10 x10 unless otherwise agreed upon. All contents of exhibits must be approved in advance. Exhibit space is for above “Type of Activity” ONLY. **NO EXCEPTIONS: No selling, soliciting donations or money exchange allowed. No exhibitor will be released prior to 8 pm.**

Do you have a vehicle or extra-large item to be displayed on-grounds with your booth?

- No Yes (Please identify & provide dimensions)

Do you need electricity?

- No Yes

Credential Requests: Credentials for parking and admission will be issued based upon approval and the information provided on this form. **The California State Fair reserves the right to limit the number of admissions, parking and loading passes.**

- _____ Number of Delivery Passes (unload/load vehicles only):
 _____ Number of Parking Passes (Carpool when possible)
 _____ Number of Gate Admission Tickets

Mark Your Calendar: Credentials and logistic packets can be picked up in person at our Administration Office on Wednesday, June 26, 2019, from 3 pm – 5 pm. If you cannot pick up at this time, please make arrangements to have them mailed or schedule a “special pick-up” time by July 5.

Signature: _____

Date: _____

