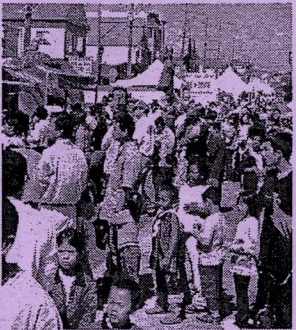


**San Francisco's
Portola Festival**
on San Bruno Avenue
October 1, 2006



Portola Festival on San Bruno Ave. was created to spotlight the diversity, character and distinctiveness of one of the city's most interesting and fastest growing neighborhoods, the Portola District

The Festival features bistro style dining, arts, crafts, community booths, entertainment areas, large inflatable bounces, a petting zoo and pony rides. In addition, the Festival will showcase the unique merchants of the area.



The Festival will be held on three blocks of San Bruno Ave. in San Francisco, from Silliman Street to Bacon Street. An ideal location for a festival, with tree plantings, unique restaurants and community activism, the Portola District is a progressive community, enthusiastically supportive of local merchants and events.

Event Location: San Bruno Avenue ~ Bacon to Silliman Street

Event Hours Sunday, October 1, 10am to 5 pm

All spaces at this event are 10ft x 10ft, This fee is for the space only and does not include a booth.

Make all checks payable to: **Family Connections**

Fees for Arts & Crafts Vendors	10ft x 10ft, Space ~ \$125.00
Fees for Local Merchants	10ft x 10ft, Space ~ \$100.00
Fees for Non-Profit Groups	10ft x 10ft, Space ~ \$75.00

of 10ft x 10ft spaces _____

How many free promotional postcards would you like? _____

Location request _____

Total amount enclosed \$ _____

4th Annual

**Portola Festival
Festival de Portola**

保都麗區擺街會在聖保羅大道
on San Bruno Avenue

Join the Party in the Portola! · ¡Acompáñenos en la diversión de Portola! · 參加我們地區的擺街會

International Foods
Comida Internacional
國際食物

Petting Zoo
Zoológico para niños
兒童動物園

Activities for Kids
Actividades para niños
騎馬和各種兒童活動

Live Entertainment
Música en vivo y presentaciones
現場表演助興

Local Arts & Crafts
Artesanía local
地方手工藝

10.01.06

10 AM TO 5 PM

SAN BRUNO AVENUE

(San Bruno Ave ~ Bacon Silliman St's, SF)

General Information for Participation in the Street Fair

Festival Management

Steven Restivo Event Services, LLC (SRES) will oversee the production of each Festival. It is a long time provider of event production services to nonprofit groups, chambers of commerce, merchant associations, various city agencies, corporations and other event industry professionals. The company's founder, Steven Restivo, has been involved in the event world for 25 yrs. He has contributed to the production of 100's of public events and corporate functions. Our main objective is to produce high quality events, provide all out participants with the best possible service. Please contact us and give us your feedback or comments about our performance. The more we know from you, the better job we can do for you.

Who Can Apply

These applications are for Artists and Craftspeople only. All Festival applications will be juried by our committee and we limit the amount of applications accepted into each category. We request that the creator of the work be present at each Festival. If you are not an Artist or Craftspeople and you would like to participate in any of these events, please call us at 800.310.6563 or visit our website at www.SRESproductions.com and click on the sponsorship information link.

We do not allow booth sharing at the Festivals.

How to Apply

Please make sure your checks are payable to Family Connections. All Festival space fees are inclusive. There are no commissions or jury fees. Please fill out the bottom section of the Festival panel and fill out the main Festival application panel. Return each individual panel with your main Festival application panel and four photos or slides of your work. If you would like your photos or slides returned, please include a self-addressed stamped envelop with enough postage to return them after the Festival. If we have your photos or slides on file from previous events, and you are planning to show the same items, there is no need to send us new images. Please indicate this information to us on your main Festival application. If you are requesting a corner space, include a separate corner fee check. Please do not combine your corner fee in your space fee.

Payment Policy

We accept credit cards, money orders, cashiers checks, or checks. We process your payment upon acceptance to each Festival. A \$25 fee will be assessed for all bounced checks. If requesting a corner space, you must send us a separate check for the corner as we do not process that check until we allocate the event. If you combine your space fee and corner fee on the same check, your check will be sent back and you will not be juried for the event until we receive the correct amount. If paying via a credit card, please fill out your number on the main Festival application panel.

Refund Policy

Accepted exhibitors at each Festival may withdraw from the event 60 days prior to the event date and receive a 5% refund on their fees. If withdrawal is made within 60 days of the event, no refunds are available as all funds are committed to the production, promotion and marketing of the Festival. All refund requests must be made in writing. We will not process your payment until you are accepted to the event.

T: 800.310.6563 | 415.721.9644 | F: 415.456.6436
www.SRESproductions.com | Steven@SRESproductions.com

Insurance (Required)

All participants must provide us with a certificate of liability insurance at least two weeks prior to each event and must name Steven Restivo Event Services, LLC, our client for that particular show and the city or town we producing the event in as additional insured on your policy. If accepted to the event, we will provide you with the exact names of the additional insureds that need to be named in your participant packet that we mail to you approx. 30 days prior to the event. We realize that some of you may not currently carry insurance, so we have done some research and came up with a few agencies that offer this type of insurance to Artists and Craftspeople. Please note: We do not make any money from these agencies or get any benefit from them. Call us if you have any ?s.
Shahinian Insurance Services: 800.457.2231 Offers daily & yearly program
Mackie Insurance Brokerage: 916.933.9213 Offers a yearly program
K & K Insurance: 800.328.2317 Offers 6 month & yearly program

Sales Tax/Resale Number (Required)

All exhibitors are responsible for collecting and paying California sales tax on all sales during each Festival and need to possess a California reseller's permit. Even if you are coming to the Festival from another state, you can get a California Temporary Re-Sale number. If you do not have a resale number, please contact the California State Board of Equalization at 800.400.7115 or visit their website at www.boe.ca.gov.

Application Deadline, Notification of Acceptance

Applications for each event will be accepted until the Festival is full. **There are no deadlines.** A status letter will be mailed to you within 30 days of receipt of your completed application. We will send you an acceptance letter or contact you before you we deposit your check or process your credit card. Once accepted, you will be mailed a participant packet prior to each Festival that will include your set up information and your free promotional postcards, which you can use to send out to your mailing list.

Waitlist Policy

If your application has been waitlisted, you will receive a waitlist letter in the mail within 30 days of our office receiving your completed application. We will not process your credit card or your check until you have been officially accepted to the Festival. We will continue to review your application every few weeks after the initial jury. If you wish to be taken off the waitlist, you must notify us in writing.

Promotional Release

All participants agree to allow the Festival management use of the enclosed photos, slides and other promotional materials including photographs and videotapes taken at the Festival for the purpose of promoting the Festivals this year and in future years.

What We Provide On-Site

We provide you with your space only. Location requests are not guaranteed. We do not provide tents, tables, chairs, umbrellas, signage or electricity. We do provide a large exhibitor hospitality area with restrooms. Also, we try our best to provide exhibitor specific parking at each Festival close to the event site.

Gourmet Food Products Health Department Fees

If you are a Gourmet food products vendor & would like to sample your foods, you will need to send a check for your health dept. fees. We will send you an invoice for the fees & the health dept application with your acceptance letter.

Main Application for Festival

Contact Name _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Fax # _____

Website _____ Email _____

California Resale # _____

Credit Card # _____

Exp Date _____ Describe your work _____

Please enclose the following to apply for the street fair:

- 4 photos or slides of your work or the work you are representing
 - This information panel with your signature and date
 - Your space fee + a separate check for any corner fee's) *Make check payable to: **Family Connections**
 - An envelop with postage to return your images
- Please make a copy of all your documents for your record*

T: 800.310.6563

F: 415.456.6436

www.SRESproductions.com

Mail to: **Family Connections**
2565 San Bruno Ave
San Francisco,
CA 94134

Terms of Exhibition

I have read and agree to all the specified and conditions set forth in each Festival Application. I further release and indemnify each Festival I participate in and all of it duly appointed representatives of all liability and responsibility for any injury, damage or loss sustained by exhibitors, guests or any other participants before, during or after each Festival or as a result of the display of my work, equipment or materials. I understand that the Festival management reserves the right remove anything that does not meet the standards set forth in this application. I understand that there are no refunds or rain checks due to inclement weather. In consideration of acceptance of my application, I agree to accept all decisions of the Festival management. I agree to allow the Festival management use of enclosed slides and photos and other promotional materials including photographs and videotapes taken at each Festival for the purpose of promoting the Festival this year and future years. The undersigned agrees to indemnify and hold harmless, Steven Restivo Event Services, LLC, its clients and affiliated organization or entities, directors, officers, agents, or employees, or any of the above from any and all liabilities, demands, claims, damages, or costs to property or persons as a result of participating in any of our 2006 Festivals.

Signature _____ Date _____