



City of Baldwin Park
Recreation and Community Services

2023 Downtown Street Market



5:00pm - 9:00pm (Set-up 3:15pm - 4:15pm)

Morgan Park • 4100 Baldwin Park Blvd. • Baldwin Park, CA 91706

Thursdays, June 29th - August 3rd - at Morgan Park (Athletic Field)

Thursdays, August 10th - September 14th - at Maine Ave. (Ramona Blvd. & Clark St.)

Contact: Maria Moreno 626-388-0565 • Mmoreno@baldwinpark.com • Fax 626-814-2998

Representative's Name: _____ Phone #: _____

Name of Organization/Business: _____ Non-profit # (if applicable): _____

Address: _____ City: _____ Zip: _____

E-mail Address(must provide): _____

Discount applied ONLY when paid in full: [] 10 Events - 10% Off [] All 12 Events - 15% Off [] BPBA Members 10 Events - 15% Off

(NOTE: To receive discount, full payment must be received for all participating dates by June 10th)

[] June 29 [] July 6 [] July 13 [] July 20 [] July 27 [] August 3

[] August 10 [] August 17 [] August 24 [] August 31 [] September 7 [] September 14

VENDORS Booth: 10'x10' Space (Pop-up Canopy & WHITE LED Solar/Battery Lights Required)

Information ONLY (no selling) _____ (# events) X Resident \$38.00each/Non-Resident \$48.00each \$ _____

Novelty (100% crafters) (EBL \$38) _____ (# events) X Resident \$43.00each/Non-Resident \$53.00each \$ _____

Non-novelty (EBL \$38) _____ (# events) X Resident \$48.00each/Non-Resident \$58.00each \$ _____

*Food (EBL \$38, + Onsite Prep/any prep \$184.00 **) _____ (# events) Residents \$78.00each/Non-Resident \$118.00each \$ _____

*Food (EBL \$38, + Prepackage only \$82.00 **) _____ (# events) Residents \$68.00each/Non-Resident \$108.00each \$ _____

Produce (EBL \$38, + LACPHF **) _____ (# events) Residents \$28.00each/Non-Resident \$33.00each \$ _____

Non-Profit/Community Group Booth: 10'x10' SPACE (Pop-up Canopy & WHITE LED Solar/Battery Lights Required)

Information Booth _____ (# events) X Resident \$28.00each/Non-Resident \$38.00each \$ _____

Novelty Booth (EBL \$38) _____ (# events) X Resident \$38.00each/Non-Resident \$48.00each \$ _____

Miscellaneous Rentals:

Chairs _____ (# needed) X _____ (# of events) X \$10.00each \$ _____

Table _____ (# needed) X _____ (# of events) X \$25.00each \$ _____

Canopy (city sets up) _____ (# needed) X _____ (# of events) X \$75.00each event \$ _____

Food Screen Walls (4 sides EZ-UP) _____ (# needed) X _____ (# of events) X \$50.00each event \$ _____

*Electrical Outlet (1- 110 watts) _____ (# needed) X _____ (# of events) X \$35.00each outlet \$ _____

*Must provide own extension cord (100' at least)

Sub-Total: \$ _____

NOTICE: Weekly Payments will add an additional \$5.00 (if paid the Friday before, and \$5 per day that is later after that Friday before each week)

_____ (# of events) X _____ Discount (must pay in full prior to start of event to receive discount) = _____ \$ _____

Total Amount Received: \$ _____

We Accept: Cash, Credit/Debit, Check/Money Order (Payable to City of Baldwin Park)

Application Information:

Submit To: Email: Mmoreno@baldwinpark.com Fax: 626-814-2998

In Person Delivery/Mail: Esther Snyder Community Center, Attention Maria Moreno
4100 Baldwin Park Blvd., Baldwin Park, CA 91706

Submit By: Food Booth Application and Health Permit Information Due: Thursday, May 11th
Information & Novelty Booth Applications Due: Tuesday, June 6th

Date Received:

Staff's Initial:

Private Food Booths, please select items you are interested in selling:

Baldwin Park Restaurants ONLY can sell 1 to 2 items from their existing menu (any other items are not considered primary and can be duplicated) (excluding sea food):

| | | | | |
|--|---|--|--------------------------------------|---|
| <input type="checkbox"/> Pizza | <input type="checkbox"/> Sushi | <input type="checkbox"/> Sope | <input type="checkbox"/> Burritos | <input type="checkbox"/> Quesadillas |
| <input type="checkbox"/> Chicken | <input type="checkbox"/> Tortas | <input type="checkbox"/> Sandwiches | <input type="checkbox"/> Pasta | <input type="checkbox"/> Shrimp Cocktails |
| <input type="checkbox"/> Tacos | <input type="checkbox"/> Mariscos | <input type="checkbox"/> Ceviche | <input type="checkbox"/> Fajitas | <input type="checkbox"/> Empanadas |
| <input type="checkbox"/> Hamburgers | <input type="checkbox"/> Taquitos/Flautas | <input type="checkbox"/> Enchiladas | <input type="checkbox"/> Hummus/Pita | <input type="checkbox"/> Nachos |
| <input type="checkbox"/> Gorditas | <input type="checkbox"/> Biónicos | <input type="checkbox"/> Fresh Salad | <input type="checkbox"/> Fresh Fruit | <input type="checkbox"/> Honey |
| <input type="checkbox"/> Dried Fruits | <input type="checkbox"/> Nuts/Seed | <input type="checkbox"/> Aguas Frescas | <input type="checkbox"/> Fresh Juice | |
| <input type="checkbox"/> Drinks/Other: _____ | | | | |

Items will be reviewed, and Food Booths will be able to sell two (2) to three (3) items during the event based on variety of items.

Information/Novelty Booths, please describe items you are interested in selling and/or information to be distributed at event: _____

Rules & Regulations:

1. Event Business License (EBL) is required for the sale of any items and can be obtained for an additional cost of \$38.00 (Non-Profit Exempt) Complete additional application.
2. Food Vendors must comply with County of Los Angeles Public Health: Event Fee Schedule, Event Requirements, Event Health Permit (HP) for the sale of any food, drink or prepackage items. In addition, must attend all event dates, can not skip events. **Non-compliance will result in a forfeiture of future participation.**
3. Payments must be made 5 days prior event date or as per the discount requirements in order to participate in event.
4. Information and/or selling MUST take place **inside your 10'x10' booth area ONLY**. If you do not comply you can be banned from participating.
5. Non-profit groups must provide a copy of their 501C (3) letter for non-profit rates.
6. Set-up is between 3:00pm to 4:00pm, All vehicles must exit event field/street area after 4:00pm. Vendors arriving after 4:15pm will not be allowed into event street area and will have to unload merchandise from a parking area.
7. Must check-in weekly with staff at assigned location to receive booth location, note that Vendors will be rotated weekly.
8. **ALL Vendors MUST have a Pop up 10'x10' Canopy (see picture sample)**. If you don't have the pop-up canopy the day of the event you will not be allowed to participate, and no refunds will be issued.
9. All vendors must provide their own **WHITE LED Solar/Battery operated lights inside pop-up canopy. ALL VENDORS MUST HAVE LIGHTING.**
10. All vendors must vacate their space within one hour after the conclusion of the event. **Non-compliance will result in a \$25.00 fine or forfeiture of future participation.**
11. Product display must be off the ground. Must be displayed on a table/display.

MUST COMPLY WITH LATEST LA COUNTY DEPARTMENT OF PUBLIC HEALTH PROTOCOLS

***Food vendors must commit for the entire series no breaks unless authorized prior to start of season. Vendors must always display product prices.**

I have read and understand all the provisions and agree to abide by them. And will not hold the City liable and is not responsible for the safety or insurance of any items belonging to the vendor. The city will not serve as storage for any items left by vendors. All payments are non-refundable. The City reserves the right to refuse any vendor for health, safety, or liability reasons.

Representative's Signature: _____ Date: _____

Staff Use Only:

Approved Denied Signature: _____ Date: _____

System # _____ by _____ BL Paid File Check In# _____

*Application Approval will take five (5) business days to review/process.

** Los Angeles County Public Health Fees



Sample 10'x 10' canopy style for vendors



Sample screen walls for food handlers