

Filipino Fiesta of Sacramento (FFS) Vendor Instructions

PLEASE READ AND FOLLOW THE INSTRUCTIONS BELOW:

- If you do not rent a booth, you will need to provide your own; otherwise, your fee includes a booth the size of which will be determined by the FFS committee.
- You will be provided a table per booth;
YOU WILL NEED TO BRING YOUR OWN CHAIRS.
- Vendors will be allowed up to 15 minutes to unload their vehicles.
- **VEHICLES MUST THEN BE IMMEDIATELY REMOVED FROM THE LOADING ZONE.**
- Do not set up your booth until you have removed your vehicle from the loading zone.
- The set-up time starts at 7 am. Your booth must be set-up before 10 am.
- No vehicle is allowed on the grass area unless a special permit has been granted for your vehicles.
- Booth space not claimed by 9:30 am will be reassigned and **NO REFUND** will be given.
- Vendors will be allowed to park by the loading zone for load-out at 5:00 pm
- Tear down must be completed by 6:30 pm; vehicles must be out of the festival area by 7:00 pm.
- All trash must be removed from the booth area before the cleaning deposit can be refunded.

Food Vendors

- If you are selling food, your booth must be ready for inspection by the Health Department official by 10:00 am. You must comply with all health regulations.
- If you are cooking with an open flame (charcoal or propane) your booth will also be inspected by a Fire Marshall before the festival starts. You must comply with all the other Fire Department regulations.
- One foot of free space must be left around the entire grill.
- **All food vendors must bring their own fire extinguishers.**
- **REINSPECTION FEE WILL BE PAYABLE TO THE HEALTH DEPARTMENT BY THE VENDOR.**

**PLEASE VISIT THE INFORMATION CENTER IF YOU HAVE ANY QUESTION,
CONCERNS OR NEEDS**

Only Vendors with special permit are allowed on the grass area.

Retain page 3 for our copy

Your booth confirmation will be sent through email.
Please make sure you have a valid email address.
If you do not have both then we will mail you a copy.
Please note that the US mail process takes more time and
you may not receive confirmation letter on time.