



REGISTRATION

The undersigned hereby applies for space in the TOCApalooza Arts Festival and agrees to be bound by the Terms and Conditions listed on the attached page.

Company/Organization Name: _____

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

E-mail Address: _____ Web Address: _____

Office Phone: _____ Cell Phone: _____

VENDOR INFORMATION

All booths include one table (6'x 30"), 2 chairs and an approximately 10' x 10' space for display space. **Rentals are available upon request.** Placement/location of booth is determined by TOCA staff. If you prefer a particular area, please see map and indicate your booth space choices on application. We will do our best to honor your request. It is a first come first serve opportunity, so get your applications in early!

(* Confirm space availability prior to sending in application by emailing info@torrancearts.org. You will receive a response within 24 hours.)

Description of Display: _____

PAYMENT

10X10 Community Partner space # _____ x \$175 = \$ _____

10X10 Community Non-profit Partner space # _____ x \$100 = \$ _____
 (Must be a 501 (c) 3 organization and provide W9 with application)

1st Choice Space #: _____ 2nd Choice Space #: _____ 3rd Choice Space #: _____

Tablecloth - \$20 Each # _____ x \$ 20 = \$ _____

Additional Chairs - \$5 Each # _____ x \$ 5 = \$ _____

Additional Tables - \$10 Each (Max of 2 tables per booth) # _____ x \$ 10 = \$ _____

Electricity - \$10 # _____ x \$ 10 = \$ _____

Wi-Fi - \$10 # _____ x \$ 10 = \$ _____

Early Bird Discount (10% before 5/3/25).....	Less 10%	- \$ _____
TOTAL DUE.....		= \$ _____

Payment: Check/Money Order (Made payable to Torrance Cultural Arts Foundation)

Credit Card: Visa MasterCard Discover Amex.

Card #: _____ Expiration Date: _____ Code: _____ Signature _____

Exhibitor Signature: _____ Date: _____

Mail Exhibitor Contract and Payment to: **TOCA, P.O. Box 10416, Torrance, CA 90505**

Phone 310.378.8100 • INFO@torrancearts.org

• **Payment must accompany vendor contract** •



TERMS AND CONDITIONS

I. Contract This Exhibitor contract properly executed by applicant (Exhibitor) shall upon written acceptance and notification of booth assigned by The Torrance Cultural Arts Foundation (TOCA) acting as the SouthBay Festival of the Arts management, constitute a valid binding contract. TOCA reserves the right to accept or reject any applicant.

II. Space Assignments TOCA exercises full authority over the assignment of all exhibitor spaces. All items must be confined to the identified space. Assignments will be made on a first come first served basis. For best available space, please submit your application early.

III. Vendor Guidelines

- A. State law requires all sellers (where applicable) to have a current and valid resale permit. It is the sole responsibility of the exhibitor to collect and report sales tax generated at the exhibition.
- B. All vendors assume responsibility for compliance with all pertinent ordinances; regulations and codes of duly authorized Local, State, Union and Federal governing bodies concerning fire, accident, or any other cause. Exhibitor is required to provide all insurance and/or policy riders to cover all exhibitors' space content.
- C. Vendor agrees to hold Torrance Cultural Arts Foundation staff, board of directors and City of Torrance, its employees and representatives harmless from any liability and from any bodily injury, property damage and all liability arising from the operation of the exhibit or products sold during the exhibition.
- D. Vendor agrees not to sell, sublet, share, exchange or assign their rental space to any other party. Vendor will be asked to leave the exhibit without a refund if the subletting policy is violated.
- E. TOCA does not assume responsibility for Vendor property, his/her staff or agents from theft, fire, or accident.
- F. TOCA reserves the right to exclude or to require modification to any vendor's display or demonstration that it considers unsuitable or not in keeping with the purpose of the TOCApalooza's. Management reserves the right to rent space to firms, companies, individuals, and organizations engaged in similar or competitive businesses to Vendor.
- G. Torrance Cultural Arts Foundation is a non-partisan and non-denominational organization. Religious or political organizations are not accepted.

IV. Vendor Activities All Vendor merchandise must be legal. Counterfeit items are prohibited. (Note: Alcohol, tobacco, firearms, survival weapons, gasses, or pepper sprays and related items are prohibited from display or sale.)

V. Advertising Policies and Conditions TOCA will list participants on its website (www.torrancearts.org) and on social media. Care will be taken in the quality production and display of all marketing including on-line advertising, social media posts, flyers, and posters. TOCA will not be held responsible in cases of errors and omissions.

VI. Payment Fees are due in full with the submittal of contract by Credit Card or Check. Please call (310) 378-8100 or email info@torrancearts.org to schedule credit card processing. Checks may be written to Torrance Cultural Arts Foundation P.O. Box 10416, Torrance, CA 90505.

Key Dates:

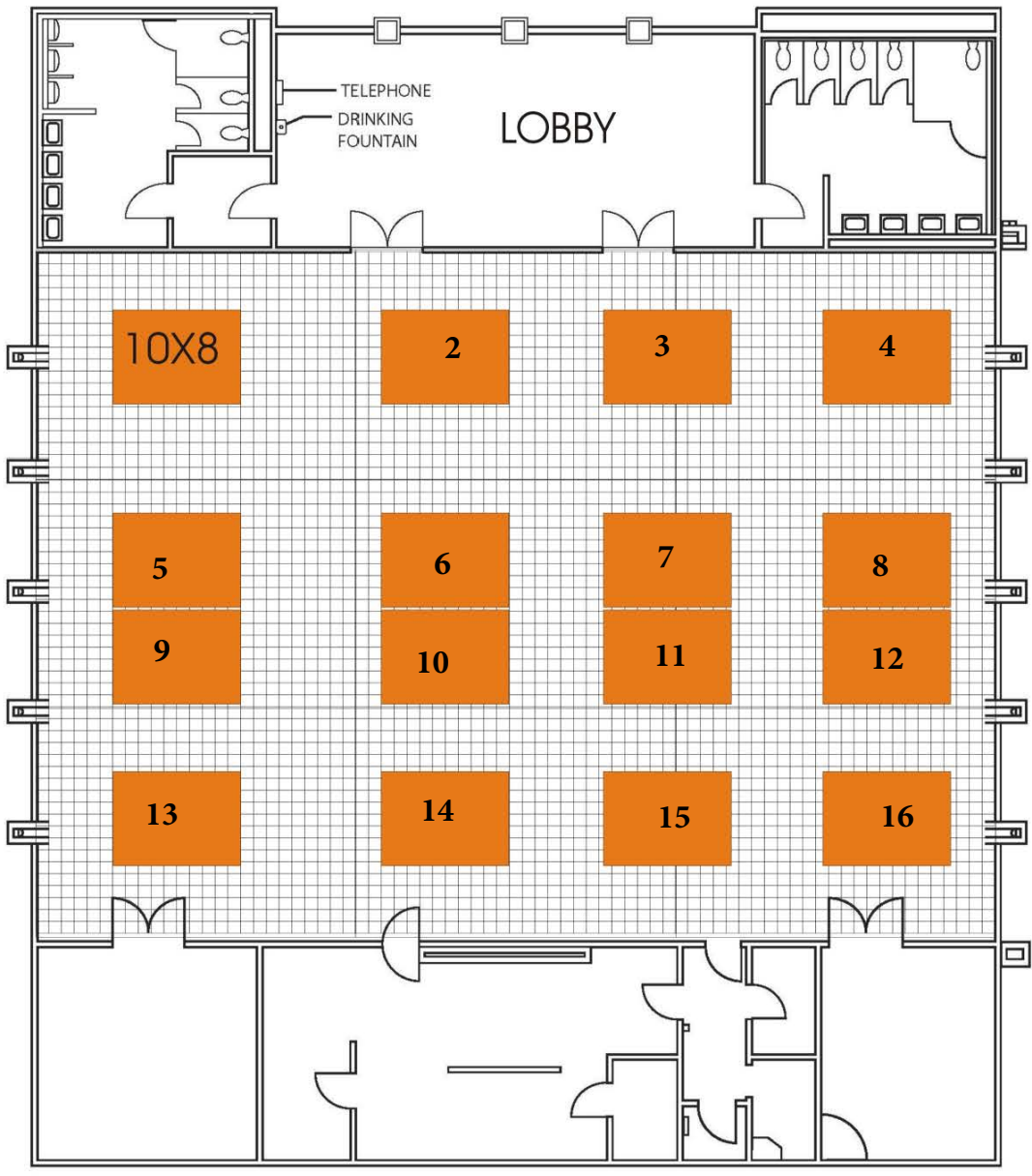
Early Bird Deadline is 5/3 (10% off)
Application Deadline is 6/7
Late Deadline is 6/14 (\$50 fee)

Rentals:

Items such as additional linens,
chairs, and electricity are available.
See application for pricing.

Additional Questions:

(310) 378-8100
info@torrancearts.org



TOYOTA MEETING HALL

16 Vendor spaces available