LAKE MENIFEE WOMEN'S CLUB
• EST. 1990 •

REQUIRED FORMS - Independence Event June 27, 2026

1. Vendor Agreement and Waiver must be received within 3 business days of vendor approval to secure vendor participation. If not received we will move on to the next vendor.
   2026 VENDOR AGREEMENT AND WAIVER OF LIABILITY FORM.docx.pdf

2. Fire Department Form
   https://www.cityofmenifee.us/DocumentCenter/View/8980/GUIDELINES---TEMP-EVENT-FIRE?bidId=

3. Environmental Health Department aka temporary food/facility operator agreement (FOOD VENDORS ONLY) - Also a copy of your driver license needs to be included
   https://rivcoeh.org/sites/g/files/aldnop361/files/users/user141/TFF%20Operators%20Agreement%20Form%2011-17-25%20(1)_0.pdf

4. Copy of City of Menifee Business license https://www.cityofmenifee.us/businesslicense ;
   https://www.cityofmenifee.us/DocumentCenter/View/16787/One-Day-Business-License-Application-

5. Two separate Certificates of Liability Insurance
   - ☐ City of Menifee Requirements - Updated for 2026, added 3 endorsements.Please share this requirement document with your insurance agent in order for them to complete properly.
     - ☐ Insurance amount: $1M per occurrence/$2M general aggregate for food or craft vendor
     - ☐ Name of City on COI as City of Menifee, 29844 Haun Road, Menifee, CA 92586
     - ☐ Sample COI - City of Menifee Sample COI.pdf
   - ☐ Valley-Wide Requirements
     - ☐ **Food Vendor Insurance Amount**: $2M per occurrence /$4M general aggregate
     - ☐ **Craft Vendor Insurance Amount**: $1M per occurrence /$2M general aggregate
     - ☐ Valley-Wide requires exact language, insurance amounts and 3 specific endorsements. Please share this requirement document with your insurance agent in order for them to complete properly.
     - ☐ **FOOD:** **VW 2M 4M Standard Ins Requirements 2026 - Food Vendors.docx….**
       Sample: $2M-$4M - Sample Cert & Endt.pdf
     - ☐ **CRAFT:**
       VW 1M 2M Standard Ins Requirements 2026 - Merch Vendors.docx.pdf
       Sample: $1M-$2M - Sample Cert & Endts.pdf