



LAKE MENIFEE

WOMEN'S CLUB

• EST. 1990 •

General Vendor information and Frequently Asked Questions (FAQ)

Welcome, Vendors!

Thank you for your interest in the City of Meniffee's Independence Celebration.

This event is attended by approximately 15,000 guests throughout the day, which makes this a great opportunity for YOUR BUSINESS. Your participation also helps support the Lake Meniffee Women's Club, a nonprofit women's organization and proud Vendor-Coordinator and Parade Organizer for this event. Net proceeds from your vendor fees allow our organization to support other nonprofits, community organizations and people in need of our support, like:

- MilVet - Military and Veteran Support Services
- Alternatives to Domestic Violence
- Boys and Girls Club of Inland Valley
- College-bound high school females
- and many more worthy causes.

EVENT INFORMATION AND NEXT STEPS

- Event date: Saturday, June 29, 2024
- Location: Wheatfield Park. 30627 Meniffee Road, Meniffee, CA 92584
- Vendor setup: 9 AM - 2 PM
- Vendor hours of operation: 4 PM to 9:00 PM
- Fees:
 - Food Vendors 10x20 \$375
 - Craft Vendors 10x10 \$100
 - (payment processing fee may apply)
- Application Window and Deadlines:
 - March 15 through June 1.
 - Starting June 1, a late fee of \$50 applies for incomplete applications.
 - Applications must be completed before June 1 at 12 PM.
- Once paid, vendor fees are non-refundable.
- This is a first-come-first-served, rain or shine event.
- Please refer to www.joinLMWC.org > Vendor Information > Agreement and Waiver for a full description of details and information

BECOMING AN EVENT VENDOR

(all steps are outlined on our site at www.joinLMWC.org > Vendor Information)

STEP 1: Complete our Vendor Intake Form

- Applications will be reviewed by the 1st and 15th of every month
- If approved, you will receive an email to go to the next step

STEP 2: Once approved, complete and sign our Agreement and Waiver

- You will also be emailed a link for payment.
- You have 3 business days to complete step 2 and provide payment
- Vendor Agreement and Waiver and vendor payment must be received within 3 business days of vendor approval to secure vendor participation.

STEP 3: Supplemental Forms (sent in all together or within the same hour)

- Fire Department Form
- Environmental Health Department aka temporary food/facility operator agreement (FOOD VENDORS ONLY)
- Copy of City of Menifee Business license
- Certificate of Liability Insurance (General \$2M/\$4M for food vendors, \$1M/\$2M for craft vendors)

STEP 4: Crowd Training

- This information will be emailed to vendors usually within 2-3 weeks before the event date.

FAQ:

Q1: I have a question. Who can I talk to?

A1: Please email all questions to joinLMWC@gmail.com. Make sure to include a contact # in your email in case a phone call is necessary.

Q2: What forms of payment do you accept?

A2: Zelle. "LAKE MENIFEE WOMEN'S CLUB"
Square. Link will be provided. A processing fee of \$10 applies.

Q3: Will I be the only vendor of my kind at the event?

A3: Effort is made to not duplicate like-vendors. However, if a duplicate is permitted, duplicates will be put in different "zones" and those zones will be no less than 100 ft apart. Our goal is to make this event as successful as possible for all of our vendors.