

Sunday, June 1, 2025
Refugio Valley Park, Hercules
11:00 a.m. to 6:00 p.m.



Join us as a vendor for the Annual Hercules Cultural Festival! This event will be held **rain or shine** on Sunday, June 1, 2025. Apply now for this unique opportunity to showcase your products and services!

Invite your friends and family to come to enjoy the food, music, shopping, and other activities. There will be live entertainment on throughout the day, performed by some of the best talent in the region.

- ✓ Vendor booth check in time / set up time: **8:00 a.m. – 9:30 a.m.**
- ✓ Booths are expected to be operating continuously from **11:00 a.m. to 6:00 p.m.**
- ✓ Booths may not be broken down before **6:00 p.m.**
- ✓ Booth spaces are 10 x 10.
- ✓ All vendor spaces will be outdoors on the grass.
- ✓ Electricity not available.
- ✓ Booth spaces must be left clean. Cardboard and large items should be placed in the dumpster located in the parking lot.

Only materials listed on your application may be distributed or displayed. Businesses cannot share booth space.

Priority registration for Bayfront Chamber of Commerce members until April 15th. Non-Members may register beginning April 16th.

Limited spaces are available. It is recommended you submit your application early. **Submitting your application does not guarantee your participation.** You will be contacted to confirm your application has been accepted.

Mail application and payment to:

Bay Front Chamber of Commerce, P.O. Box 5283, Hercules, CA 94547
or email admin@bayfrontchamber.com

Information: admin@bayfrontchamber.com or 510-741-7945

If you do not have a City of Hercules Business License complete the attached application and follow the directions listed on the application to apply.

Hercules Cultural Festival (Non-Food) Vendor Application Booth Fees

Bay Front Chamber Members \$100

Business & Non-Profit Civic Groups \$175

Vendor Application Deadline is May 15th.

Please reserve ____ space(s) at \$ ____ each. **Each space includes (1) 6-foot table.**

I have enclosed full payment of \$_____.

Will you be bringing a 10 x 10 pop up? Yes ____ No ____

Credit Card Payments: (\$5.00 credit card fee will be added)

Visa ____ MasterCard ____

Exp. Date _____ Security Code _____ Billing Zip Code _____

Company or Organizations Name:

Contact Name: _____

Address: _____ City: _____

Phone: _____ Email: _____

Brief description of what will be sold or promoted:

Rain or Shine Event ~ Payment non-refundable

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Hercules Cultural Festival Vendor Booth Indemnity Agreement

Once approved, you will receive an email confirmation with directions on next steps.

ALL VENDORS/APPLICANTS MUST SIGN THIS INDEMNITY AGREEMENT AND/OR PROVIDE A CERTIFICATE OF INSURANCE TO BE CONSIDERED FOR THE HERCULES CULTURAL FESTIVAL ON SUNDAY, JUNE 1, 2025.

INDEMNITY (HOLD HARMLESS) AGREEMENT

The Vendor/Applicant will indemnify and save harmless, the Bay Front Chamber of Commerce, the Hercules Cultural Festival Planning Committee, Employees of the City of Hercules, or Personnel contracted by the Bay Front Chamber of Commerce, from and against any and all claims, damages, actions, judgments, decrees, penalties and/or personal injury, and/or damaged or lost property arising out of or from the use of the premises or any part thereof, or any other part of the property, the streets of the City of Hercules, whether occasioned wholly or in part by any act or omission, or negligence, or any reason whatsoever of Vendor/Applicant, its sub-exhibitor, employees, promoters, agents, invitees, contractors, etc. The Vendor/Applicant also agrees to hold the Bay Front Chamber of Commerce, the Hercules Cultural Festival Planning Committee, Property Owners, Employees of the City of Hercules, Personnel contracted by the Bay Front Chamber of Commerce harmless and not responsible whatsoever for loss, theft, burglary, robbery, damage, fire, etc., to any and all possessions, personal property, property of any kind, including but not limited to equipment, supplies, prizes, merchandise, exhibits, etc., of the Vendor/Applicant or any of its sub-exhibitors, employees, promoters, agents, guests, invitees, contractors, etc.

Business or Organizations Name: _____

Print Name: _____ Date: _____

Vendor/Applicants Signature: _____

Rain or Shine Event ~ Payment non-refundable

INFORMATION FOR TEMPORARY EVENTS BUSINESS LICENSE

Out-of-town vendors AND vendors physically located within Hercules City limits who will ONLY be participating in City approved temporary events now have the option to participate in all of the 2025 City approved temporary events by completing the first page of the attached "Temporary Events Business License Application."

Please see the following instructions:

1. Please select the appropriate quarter(s) of vendor participation (2025 City Approved Temporary Events).
2. Email completed application to the City of Hercules at: lrose@herculesca.gov. The business license can be paid by phone with either a Visa or Mastercard at (510) 799-8200.
3. After Avenu (contracted by the City to administer business licenses) updates their system, they will mail a hard copy of the business license to the mailing address that is reflected on the application.

Please Note:

- If a vendor wants to participate in temporary events, it is vendor's responsibility to contact the appropriate event coordinator.
- If a vendor already has a Temporary Events business license for the respective quarter(s) of desired Temporary Events, vendor does not need to obtain another Temporary Events business license.
- ***DO NOT USE THE TEMPORARY EVENTS BUSINESS LICENSE APPLICATION IF: your commercial or home-based business is within the City of Hercules AND you also conduct business outside the scope of City approved temporary events. You are required to obtain an annual business license.***

TEMPORARY EVENTS BUSINESS LICENSE APPLICATION



Online filing is available at:

<https://Hercules.bizlicenseonline.com>

Avenu insights & Analytics

City of Hercules Business License Departme

Toll Free Support: (866) 240-3665

Email: muniblsupport@avenuinsights.com



Make Payment in Person or by Phone at:

City of Hercules

111 Civic Dr.

Hercules, CA 94547

NOTE: This form is for both out-of-town vendors and vendors physically located within Hercules City limits who will only be participating in City approved temporary events.

DO NOT USE THIS FORM IF: your commercial or home-based business is within the City of Hercules AND you also conduct business outside the scope of City approved temporary events. You are required to obtain an annual business license.

NOTIFICATION: AREAS SHADED IN GRAY SHALL BE CONSIDERED PUBLIC INFORMATION PER THE CALIFORNIA PUBLIC RECORDS ACT AND CA. BUS. & PROF. CODE § 16000.1. If Applicant's business mailing address is a residential address, that address will be subject to public disclosure unless Applicant provides a different address (e.g. PO Box) where the Applicant consents to receive service of process.

Complete the below for license calculation.

Step 1: Indicate which quarter(s) you will be participating in for City Approved Temporary Event(s).

Note: If you operate 1+ days within a single quarter, you are required to purchase a license for the entire quarter. License fees for this event are not prorated.

- | | |
|--|----------------|
| <input type="checkbox"/> Jan/Feb/Mar 2025
(IC 99.11) | Cost: \$30.00 |
| <input type="checkbox"/> April/May/June 2025
(IC 99.11) | Cost: \$30.00 |
| <input type="checkbox"/> July/Aug/Sept 2025
(IC 99.12) | Cost: \$30.00 |
| <input type="checkbox"/> Oct/Nov/Dec 2025
(IC 99.12) | Cost: \$30.00 |
| <input type="checkbox"/> All 4 Quarters | Cost: \$120.00 |

Step 2: Total License Fee Due from Above:

\$ _____ (IC 3.99)
4.00

Step 3: Add CASp Fee (required):

\$ _____ (IC 10.00)

Step 4: Total Amount Due:

(Add steps 2 and 3.) \$ _____
Make check payable to: City of Hercules

Legal Business
Name _____

DBA (Doing Business As): Temporary Events - _____

Is this a Home-Based Business? ☐ Yes ☐ No Describe Business: _____

Business Phone: _____ Business email: _____ Resale # _____

Business Physical Location: _____
(Street-No PO Box) (City) (State) (Zip)

_____ Initial here if the business physical location address provided above IS NOT a residential address.

_____ Initial here if the business physical location site address provided above IS A RESIDENTIAL ADDRESS.

Business Mailing Address: _____
(Address or PO Box) (City) (State) (Zip)

Ownership Type: ☐ Sole Prop (Individual) ☐ General Partnership ☐ Corporation ☐ LLC ☐ LLP ☐ Other _____

Owner Name: _____ Owner Email: _____ Owner Phone: _____

Owner Mailing Address: _____

Workman's Compensation Carrier _____ WC Policy # _____ WC Exp Date: _____

NPDES Permit Program: If you are enrolled in the NPDES permit program, provide any of the following, as issued by the State Water Resource Control Board:

A. Waste Discharge ID No.: _____ B. Waste Discharge Application No.: _____

C. Notice of Nonapplicability No. (NONA): _____ D. No Exposure Certification No. (NEC): _____

Sworn statement:

I acknowledge that the City of Hercules' issuance of a Business License and payment of Business License Tax does not entitle me/authorized representative to conduct any business in the City that is in violation of any applicable laws. I further acknowledge that the City of Hercules' issuance of a Business License does not waive the City of Hercules' right in any way to enforce compliance with applicable laws against me/authorized representative. I hereby certify, under penalty of perjury, that the information in this application is true, correct, and complete to the best of my knowledge and belief. I agree to comply with all applicable laws and ordinances regulating the operation of this business. *I acknowledge that whatever address has been provided by me for the purpose of legal service of process will be subject to public disclosure.

Signature of Business Owner/Authorized Representative

Printed Name

Title

Date

CALIFORNIA SENATE FEE: On October 11, 2017, Governor Brown signed into law AB-1379 which adds a state fee of \$4 on any applicant for a local business license or similar instrument or permit, or renewal thereof. The purpose is to increase disability access and compliance and construction-related accessibility requirements and to develop educational resources for business in order to facilitate compliance with federal and state disability laws, as specified. This is in effect on or after January 1, 2018 until December 31, 2023. Assembly Bill 2164 removed the sunset date for both the \$4.00 DAERF fee and 90% retention of fees, enabling local governments to collect the \$4.00.

CALIFORNIA SB205: On October 2, 2019, Governor Newsom signed Senate Bill 205 (SB205) into law. SB205 intends for businesses to demonstrate enrollment with the National Pollutant Discharge Elimination System (NPDES) permit program. You may obtain information about your legal obligations and how to comply with environmental laws at the following agencies: California Water Board: https://www.waterboards.ca.gov/water_issues/programs/npdes/; United States Environmental Protection Agency: <https://www.epa.gov/npdes>.

NOTICE TO APPLICANTS FOR BUSINESS LICENSES AND COMMERCIAL BUILDING PERMITS: Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

DEPARTMENT OF GENERAL SERVICES, Division of the State Architect, CASp Program: www.dgs.ca.gov/dsa, www.dgs.ca.gov/casp.

DEPARTMENT OF REHABILITATION, Disability Access Services: www.dor.ca.gov, www.rehab.cahwnet.gov/, disabilityaccessinfo

DEPARTMENT OF GENERAL SERVICES California Commission on Disability Access: www.cdda.ca.gov, www.cdda.ca.gov/resources-menu/

CERTIFIED ACCESS SPECIALIST INSPECTION SERVICES - Compliance with state and federal construction-related accessibility standards ensures that public places are accessible and available to individuals with disabilities. Whether your business is moving into a newly constructed facility or you are planning an alteration to your current facility, by engaging the services of a Certified Access Specialist (CASp) early in this process you will benefit from the advantages of compliance and under the Construction-Related Accessibility Standards Compliance Act (CRASCA, Civil Code 55.51-55.545), also benefit from legal protections.

Although your new facility may have already been permitted and approved by the building department, it is important to obtain CASp inspection services after your move-in because unintended access barriers and violations can be created, for example, placing your furniture and equipment in areas required to be maintained clear of obstructions. For planned alterations, a CASp can provide plan review of your improvement plans and an access compliance evaluation of the public accommodation areas of your facility that may not be part of the alteration.

A CASp is a professional who has been certified by the State of California to have specialized knowledge regarding the applicability of accessibility standards. CASp inspection reports prepared according to CRASCA entitle business and facility owners to specific legal benefits, in the event that a construction-related accessibility claim is filed against them. To find a CASp, visit www.apps2.dgs.ca.gov/DSA/casp/casp_certified_list.aspx.

GENDER DISCRIMINATION NOTIFICATION - AB 1607 California Civil Code § 51.6 prohibits businesses from engaging in gender-based discrimination. A full notice of the business's legal obligations is available in English and other languages at <https://www.dca.ca.gov/publications/> or by request from our office.

GOVERNMENT TAX CREDITS, TAX DEDUCTIONS AND FINANCING - State and federal programs to assist businesses with access compliance and access expenditures are available:

Disabled Access Credit For Eligible Small Businesses

FEDERAL TAX CREDIT—Internal Revenue Code Section 44 provides a federal tax credit for small businesses that incur expenditures for the purpose of providing access to persons with disabilities. For more information, refer to Internal Revenue Service (IRS) Form 8826: Disabled Access Credit at www.irs.gov.

STATE TAX CREDIT—Revenue and Taxation Code Sections 17053.42 and 23642 provide a state tax credit similar to the federal Disabled Access Credit, with exceptions. For more information, refer to Franchise Tax Board (FTB) Form 3548: Disabled Access Credit for Eligible Small Businesses at www.ftb.ca.gov.

Architectural and transportation barrier removal deduction - FEDERAL TAX DEDUCTION—Internal Revenue Code Section 190 allows businesses of all sizes to claim an annual deduction for qualified expenses incurred to remove physical, structural and transportation barriers for persons with disabilities. For more information, refer to IRS Publication 535: Business Expenses at www.irs.gov.

California capital access financing program - STATE FINANCE OPTION—The California Capital Access Program (CalCAP) Americans with Disabilities Act (CalCAP/ADA) financing program assists small businesses with financing the costs to alter or retrofit existing small business facilities to comply with the requirements of the federal ADA. Learn more at www.treasurer.ca.gov/cpcf/calcap/.

FEDERAL AND STATE LEGAL REQUIREMENTS ON ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES -

AMERICANS WITH DISABILITIES ACT OF 1990 (ADA) - The ADA is a federal civil rights law that prohibits discrimination against individuals with disabilities, and requires all public accommodations and commercial facilities to be accessible to individuals with disabilities. Learn more at www.ada.gov.

CALIFORNIA BUILDING CODE (CBC) - The CBC contains the construction-related accessibility provisions that are the standards for compliant construction. A facility's compliance is based on the version of the CBC in place at the time of construction or alteration. Learn more at www.bsc.ca.gov.