

Street Fair Quick Reference Guide

*PLEASE READ FULL DOCUMENT FOR DETAILED INFORMATION BEFORE APPLYING

Hours of Operation

Every Saturday and Sunday, October through May from 8am to 2pm

Pricing

- Application Fee \$40
- Oct, Nov, Dec, Apr, May: \$450/ Month for 20x20
- Jan, Feb, Mar: \$750/ Month for 20x20
- Daily Spaces \$100/Day (Not available for food booths)

Required Documents

- Sellers Permit with 43500 Monterey Ave Palm Desert CA 92260 as selling address
- Drivers License/ State ID
- Insurance: Million-dollar general liability insurance with College of the Desert and COD Alumni named as additionally insured

Setup

- New merchandise only, no used items
- All merchants must have their booth set up and ready to sell by 8:00 am each day and remain open until 2pm
- Signs posted in booth: Sellers permit, Return Policy, Tax Policy (Included or Added)
- Tablecloths on all Tables
- All boxes must be tastefully covered if visible in space
- Signs may not hang over aisle
- Signs must be professional in appearance
- Flags and Banners max height of 12 ft
- Awnings may be a maximum of 2 feet into the aisle and must be at least 7 feet high. Must be put up after 8am and removed before 2pm each day
- 20lb weights on EACH tent pole at all times, not just on windy days
- Vendors may not attach signs or setup to any college property (Solar panels/supports, signs, fences, buildings)
- Electricity is very limited at the fair, if you require electricity or use of a generator please indicate on application
- No Hawking
- Vendors must keep space clean, and sweep space after each market day
- All setup must be removed each day, nothing may stay on campus overnight

Vehicles and Parking

- All vehicles must be removed from the aisles by 8:00 am each day
- No vehicles may leave or enter the street fair between 8:00 am and 2:00 pm
- A maximum speed of 5 mph for vehicles within the street fair
- One vehicle for each vendor allowed in the street fair at a time
- If parking in your space: park parallel to booth only (no straight in parking), within space boundaries, car covered
- Parking outside of the market, must be in vendor parking

How to Apply and Contact Us

Website: www.codaastreetfair.com

Application: Under Rental Info on website, direct link <https://forms.gle/MFcsKhBUwtN8HzKE8>

Email: jchapman@collegeofthedesert.edu
streetfair.info@gmail.com