



## Vendor Guidelines

Please go over the following guidelines and share it with all of your Vendors. These guidelines are to assure History San José can stay beautiful and usable for all of our visitors.

- Set-up and clean-up **must be completed within the facility use reservation agreement time** frame arranged with the History San José Event staff.
- History San José can and will fine Renter for Vendors who **do not complete clean-up** within the facility use reservation agreement.
- History San José staff is on-site for administrative and security purposes only and is not expected to carry, lift, arrange or clean-up equipment, food or beverages.
- Vendors can drop off and unload on grounds but must move the car **a half hour before the start time** of the event. Vendors **cannot drive** on the grounds during an event.
- Wine and beer **must be approved by History San José** prior to the event and Vendor must have a proper permit through the San José Police Department and Alcohol Beverage Control (ABC) if they are selling alcohol.
- Glass bottles and hard plastic containers are not permitted on History San José grounds.
- History San José can and will fine users for any leftover garbage/grease left in the Park after Vendor Clean-up.
- No tents will be allowed to be placed on the road in front of the hotel, from the Renzel Room to O'brien's Ice Cream Parlor. The Plaza side of the hotel will still be allowed.

## Food Vendor Guidelines

- Food Vendors must have proper food permits through the County Health Department.
- Vendors must have proper fire permits for canopies with the San José Fire Department.
- Food Vendors cannot cook or serve food directly off of grass or boardwalk.
- Vendors must provide and take containers for oil/grease disposal. Users will be charged for dumping oil/grease on grounds or in garbage cans.
- Food Vendors must take all leftover food with them and cannot dump leftovers in Park garbage cans - doing this will result in a fine to the user from History San José.
- History San José does not provide tables and chairs for Vendors.
- Glass bottles and hard plastic containers are not permitted on History San José grounds.
- History San José can and will fine users for any leftover garbage/grease left in the Park after Vendor Clean-up.