



Vendors Wanted

Halloween at Hagan Community Park • Saturday, October 28 • 2:30 - 5:30 p.m.

Cordova Recreation & Park District (CRPD) is excited to invite local businesses and organizations to participate in our annual Halloween at Hagan event. This free community event attracts over 2,000 participants each year! Trunk-or-Treat provides a safe and fun trick-or-treating experience for the youth in the area and takes place in the Hagan Community Center parking lot. Families will walk up and visit each trunk, collecting treats and admiring your creativity.

Trunk-or-Treat Space: There is no cost to register for a space but each car is responsible for providing their own decorations and treats. Treats must be store-bought (no homemade goodies) and individually packaged. Please note that pop up tents/E-Z Up canopies are prohibited due to fire code. Decorations can be as elaborate or as simple as you wish. However, as this is a family friendly event, please refrain from extremely spooky or gruesome decorations. Please complete the enclosed vendor application form and mail with your payment to the address listed on the application. If you have any further questions or concerns, please contact Pam Wickens at 916-369-9844 or pwickens@crpd.com.



Frequently Asked Questions

How many vendors will be there?

The number and types of vendors are controlled by CRPD to ensure appropriateness to the event and to limit duplications.

How much space will I have?

Each person/organization will have a space to park their vehicle. Spaces will be assigned by CRPD staff.

How can I secure my spot as a vendor?

Complete and sign the vendor application form and submit it to pwickens@crpd.com. You will receive an email with more information as the event date approaches. If you do not have an email address, you will receive a phone call.

Will I be notified if my application is not selected to participate?

Rejected applicants will be notified before the event.

What if it is raining on the day of the event?

This is a rain or shine event, therefore no refunds will be given.

What time do I need to be setup and what time can I leave?

Set up will start at 11:30 a.m. and must be completed by 1:30 p.m. We ask that all vendors stay until the end of the event.

What do I need to be prepared for for this event?

Please provide any/all equipment necessary for your set up. We provide the space and are not responsible for the provisions of equipment (tables, chairs, decorations, treats, etc.). Treats must be store-bought (no homemade goodies) and individually packaged. Please note that pop up tents/E-Z Up canopies are prohibited due to fire code. Decorations can be as elaborate or as simple as you wish. However, as this is a family friendly event, please refrain from extremely spooky or gruesome decorations.

What are the benefits of participating?

This event will provide a fun experience for over 2,000 people in our community! It is an opportunity to share information with the community by having flyers and promotional items to pass out to attending families.

Are there others ways of participating in this event?

Are you interested in being involved but are unable to participate the day of? No problem! You can have your organization represented by sponsoring this event!



Vendor Application

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IMPORTANT APPLICATION INFORMATION

- **This application does NOT guarantee a vendor space at Halloween at Hagan**
- **All information must be completed or the application will not be accepted**
- **Mail completed forms to CRPD, Attn: Pam Wickens, 2197 Chase Drive, Rancho Cordova, CA 95670 or pwickens@crpd.com**
- **Each vendor must provide at least 1,000 treats**
- **Vendor registration deadline is Friday, October 20, 2023**

VENDOR INFORMATION

Company/Organization _____

Contact Person _____

Address _____ City _____ Zip _____

Business Phone _____ Email _____

Non-Profit Tax ID (If Applicable) _____

Description of Treats (**Mandatory**) _____

List **ALL** products/information to be exhibited. Use additional sheets as necessary.

APPLICATION CONTINUES ON NEXT PAGE

FOR OFFICE USE ONLY

Date Application Received _____ **Received By** _____

Spaces Reserved _____



Vendor Application (Continued)

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HALLOWEEN AT HAGAN AGREEMENT, WAIVER AND RELEASE

Location: Hagan Community Park, 2197 Chase Drive, Rancho Cordova, CA 95670

Date: Saturday, October 28, 2023

Time: 2:30 - 5:30 p.m.

In consideration for being permitted by Cordova Recreation and Park District (CRPD) to participate in the above activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which may have, or which may hereafter accrue to me as a result of participation in said activity (ies). This release is intended to discharge in advance CRPD (its officers, employees, and agents) from any and all liability arising out of or connected in any way with my participation in said activity, though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents and knowing those risks I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost, or expense which they may incur as a result of my death or any injury or property damage that I may sustain while participating in said activity.

PARENTAL CONSENT (by parent/guardian if applicant is under 18 years of age): I hereby consent that my minor child(ren) listed above may participate in the above activity, and I hereby execute the above Agreement, Waiver, and Release on their behalf. I state that said minor(s) is physically able to participate in said activity. I hereby agree to indemnify and hold persons and entities mentioned above free and harmless from any loss, liability, damage, cost or expense which they may incur as a result of the death or any injury or property damage that the above minor(s) may sustain while participating in said activity.

PHOTOGRAPH NOTE By signing this waiver, I understand that CRPD staff may photograph/video me and/or my minor children and that the District may use such photographs/videos to promote District programs now and in the future. I expressly allow, and hereby waive any objection to, CRPD photographing/videoing me and/or my minor children when I and/or my minor children are participating in a CRPD recreation program. I understand that all photos/videos will remain the property of Cordova Recreation and Park District.

I do not approve of having me and/or my minor child(ren) photographed by CRPD staff or its affiliates.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND CONTRACT BETWEEN MYSELF AND THE ABOVE DISTRICT AND SIGN IT OF MY OWN FREE WILL.

Applicant Signature _____

Date _____

