

BURBANK



TOURNAMENT OF ROSES

**BURBANK TOURNAMENT OF ROSES ASSOCIATION**

**Mailing Address:**

P.O. Box 373  
Burbank, CA 91503-0373  
(818) 840-0060

[www.BurbankRoseFloat.com](http://www.BurbankRoseFloat.com)

**Construction & Decoration Site:**

Burbank Water and Power  
123 W. Olive Avenue  
Burbank, CA 91502

**To:** Prospective Craft Faire Vendor  
**For:** Burbank Tournament of Roses Association  
12<sup>th</sup> Annual Open House and Craft Faire  
**When:** Saturday, October 7, 2023

Attached is the form to be completed if you wish to reserve a table at the 12<sup>th</sup> Annual Open House and Craft Faire sponsored by the Burbank Tournament of Roses Association.

**RESERVATION FORM:** Please fill out all items and be sure to include a description (or picture) of your merchandise or crafts to be sold. The table fee is: \$65.00 for regular or \$75.00 for an end table. Tables are assigned on a 1<sup>st</sup> come 1<sup>st</sup> served basis. For those interested in reserving 2 tables, the cost will be \$100.00. For smaller vendors, we also offer smaller 4-foot tables for \$35.00 (one 4' table per vendor).

**CITY OF BURBANK ITINERANT LICENSE:** We have worked with the City of Burbank to eliminate the Itinerant License fee for the day. The City license fee is now included in the table fee.

If you know of any Craft Faire vendors who might be interested in selling that day, please have them contact me, Kim Cecchettini. The cut-off date for reservations is September 15, 2023. Please feel free to e-mail or call me with any questions.

I can be reached at:

**E-Mail:** [kbossley@yahoo.com](mailto:kbossley@yahoo.com)

**Phone:** (818) 515-6658

We look forward to seeing you at our Open House and Craft Faire.

Kim Cecchettini (formally known as Kim Bossley)  
2023 Open House and Craft Faire Committee Chair

## Open House and Craft Faire – Saturday, October 7, 2023 Vendor Agreement/Contract

**FEE:** \$65.00 for regular 8-foot table, \$75.00 for an end 8-foot table or \$100 for two 8-foot tables. Four-foot tables are \$35.00 (limit one per vendor). In exchange for your fee, Burbank Tournament of Roses Association (BTORA) will allot to you the use of one 30"x96" (8 foot) covered table and 2 chairs for selling your merchandise. No more than 2 people per table selling. The 4-foot tables come with 1 chair. Space is limited. Racks and other large items need approval. Reservations must be made by **September 15, 2023** and must be accompanied by the proper fee and form. **Make checks payable to: BTORA.**

### **SET-UP:**

Set-Up Time	9:30 a.m. -- 11:00 a.m.
Sell Time	11:00 a.m. -- 4:00 p.m.

**FLYERS:** Will be available to you upon receipt of your completed reservation forms and fee.

**ADVERTISING:** Will include local newspaper, internet, posters in local businesses, outside banners, etc. We strongly recommend and encourage you to also use your advertising methods (social media, newsletters, etc.).

**DONATIONS:** If you wish, you may donate something towards our opportunity raffles. **You will receive a tax-deductible receipt.**

**IMPORTANT:** You will be responsible for collecting your own sales tax. You will hold BTORA harmless for any and all lost, stolen or damaged articles sold or displayed during the day of the event. After you have unloaded your car, please use the Metrolink Parking Lot.

**PARKING:** ALL parking for this event will be at the Metrolink parking lot (5 W. Olive Ave., Burbank), under the Olive Ave. overpass at the corner of Olive and Flower St. Parking is free.

**POWER:** 110 and 220 VAC power is available upon request.

