



Hello Summer Nights | Railroad Square vendors,

This is the vendor packet for all craft, art and food vendors.

SNRRS will be taking place on June 3rd, July 1st, August 5th and September 2nd this year from 6 PM to 9 PM. Set up will be much like last year but will begin at 5 PM for food vendors and 5:15 for all other vendors. *And please, do not arrive before you scheduled time.*

Of important note this year are items you **MUST** submit with your application. The City of Santa Rosa is requiring **ALL** vendors selling at the event to have a valid City of Santa Rosa Business Tax Certificate (Attached at the rear of the packet) If you are planning on selling at Summer Nights, you **MUST** we must have a copy of this certificate one week before your first scheduled event.

In addition, **ALL** food vendors must submit valid Sonoma County Health Department certificates, State of California sales tax certificate, proof of insurance coverage, proof of vehicle registration (if appropriate) and City of Santa Rosa Business Tax Certificate.

Because of these new requirements for 2011, Summer Nights | Railroad Square has decided not to begin charging a nominal fee for either craft, art or food vendors. For most vendors, the fee will be approximately \$50. Most food vendors will already have this certificate in place.

We understand this may cause you to reconsider vending at Summer Nights. That is why we have taken the step to not charge a participation fee this year. We hope that by not charging you a participation fee, the Business Tax Certificate will be more affordable.

If you have questions about this, or any other issues about participation in Summer Nights | Railroad Square, please feel to call me directly at 707-490-5039.

A handwritten signature in red ink, appearing to be 'Mark'.



REGISTRATION FORM FOR ARTISTS, CRAFTERS & MUSICIANS

Rolling Acceptance: Apply Anytime

Summer Nights | Railroad Square is the City of Santa Rosa's annual, downtown summer arts event. This year, Historic Railroad Square, wineries, restaurants, artists and musicians will join together to create a Friday night block party showcasing the best in local cuisine, arts and entertainment.

Event festivities will be located on 4th Street in Santa Rosa's vibrant Historic Railroad Square. The first Friday evening of every month during the summer, the street will be filled with artists' booths, performances, and food and wine vendors.

4-MONTH SCHEDULE: June 3, July 1, August 5 & September 2
Hours: 6PM-9PM | Set-up: 5PM | Breakdown: 9:15PM

FOR ARTISTS AND CRAFTERS

This is a juried event. Along with your form, you must submit 5 labeled, digital images, including title, media and dimensions. We accept jpg or PDF formats by email: summernights@tyjonesandco.com. Disks and hardcopies cannot be accepted.

There is no cost for participation, but you may incur costs for a tent, table, etc.

Artists/Crafters will be given a 10'x10' space along 4th Street. **For visibility, consistency and professionalism, the only approved covering options are (1) white, EZ-Up style tent or (2) white umbrella, and booth decor is limited to black, full-length tablecloths and wire mesh displays.**

Additionally, artists agree to the following:

- Be set up and ready to go by 5:45PM.
- Stay during published event hours.
- Notify coordinator 48 hours in advance if you are unable to participate in whole or in part.
- Remove the work immediately after closing time: 9PM.
- Assist with marketing efforts by sending event announcements to your contact lists.

FOR MUSICIANS

This is a juried event. Along with your form, you must submit 3 titled, digital tracks or link to a website. We accept all formats by email: summernights@tyjonesandco.com. CDs cannot be accepted.

Musicians will be booked into one of two locations along 4th Street. There are two set times: 6:15PM to 7:15PM and 7:45PM to 8:45PM. You must provide all equipment necessary for the performance. We provide no sound or technical support.

Additionally, musicians agree to the following:

- Be set up and ready 15 minutes prior to set.
- Stay for entire set hours.
- Notify coordinator 48 hours in advance if you are unable to participate in whole or in part.
- Remove all equipment immediately after set is completed.
- Assist with marketing efforts by sending event announcements to your contact lists.

CONTACT/PROMOTIONAL INFORMATION

Name: _____

Address: _____

Phone: _____ Email: _____

Unless you specify additional information below, only your name will be included on the Summer Nights | Railroad Square website. If you would like to publish other information, please list it below:

Email: _____ Website: _____

Phone: _____ Other: _____

I have reviewed and agree to the above terms for participating in Summer Nights | Railroad Square. By participating in Summer Nights | Railroad Square, I assume full risk and responsibility for any loss or damage incurred during this event and I waive and release Summer Nights | Railroad Square producers, coordinators, and sponsors from any claims arising out of my participation in this event. I understand that I am solely responsible for all State, City, County, or other applicable permits, licenses, and/or certificates associated with my participation in Summer Nights | Railroad Square.

Signature: _____ Date: ____/____/____

FOR MORE EVENT INFORMATION:

Ty Jones

ph: 707-490-5039 fax: 707-676-4386

summernights@tyjonesandco.com

Ty Jones & Co., 602 Wilson Street, Santa Rosa, CA 95401



Summer Nights | Railroad Square is brought to you by the City of Santa Rosa's Economic Development and Housing Department.



For more information:

Raissa de la Rosa, Economic Development Specialist

90 Santa Rosa Avenue | Santa Rosa, CA 95404

Tel: 707-543-3059 | Fax: 707-543-3317 | rdelarosa@srcity.org

**City of Santa Rosa
Business Tax Calculation***

*DO NOT INCLUDE SALES TAX OR ALCOHOL SALES

MULTIPLIER**

.00034	.00084	.00109	.00168
Retail Wholesale Manufacturing Corporate Headquarters	Services Property Rental Public Utilities Promoter	Contractor Land Developer Recreation and Entertainment	Professionals Attorney Appraiser Engineer

2011 **2010** **2009** **2008**
(Estimate)

1. Gross Receipts (enter appropriate amount in box)				
Your Gross receipts must be entered in the box above (If your gross receipts in the box are less than \$25,000 skip to line 4 & enter \$25)				
2. - \$25,000 = (Subtract Standard deduction)				
3. x **Multiplier . _ _ _ _ _ = (Chose multiplier from table above)				
4. + \$25 = (Min. tax is \$25. Max. tax is \$3,000)				

*If your business opened within the last 30 days, skip to line 7.
If your business opened more than 30 days ago, Penalty of 15% and Interest of .84% (each late month) are due.
Please calculate below.*

5. Penalty = 15%	x	.15	x	.15	x	.15	x	.15
a. Penalty Due = (Line 4 x Line 5)								
6. Interest								
a. Enter # of months late = (Maximum of 12)			12		12		12	
b. Calculate Rate = (Line 6a x .0084)								
c. Interest Due = (Line 4 x Line 6b & round to cents)								
7. Tax Due (Add Lines 4, 5a & 6c)								

8. Add Line 7 from each column above: **\$** + **\$25** = **\$**
 (*Required only if business location is inside City Limits) *Compliance Review Fee Write this amount on the front side of this form

To pay by credit card, provide your account information below:

I authorize the following credit card payment for my City of Santa Rosa Business Tax.

\$ <input type="text"/>	<input type="text"/>	<input type="text"/>
Payment Amount	Visa or MasterCard #	Expiration Date
<input type="text"/>	<input type="text"/>	
Signature of Cardholder	Print Name of Cardholder	

90 Santa Rosa Avenue ❖ P.O. Box 1673, Santa Rosa, CA 95402

Phone (707) 543-3170 ❖ Fax: (707) 543-3136

Email: srbustax@srcity.org ❖ Web Site: www.srcity.org/bt

Please use this space to provide additional information as requested on reverse side.