

Second Saturday Art Walk 2016 Application

The Second Saturday Art Walk occurs the Second Saturday of each month between April and October, from 4:00 PM to 9:00 PM. The boundaries of Second Saturday are 16th Street to 24th Street, and I Street to Capitol Mall.

Participants wanting to display and/or sell art must obtain an Art Vendor permit. Private Property owners who have multiple vendors must obtain a Multi Use Vendor permit. Activities, which include outdoor amplified sound, are required to have an Amplified Sound permit.

Where do I start?

Complete and submit a Second Saturday Application. Visit or mail your application to the Coloma Community Center, Permit Office located at 4623 T Street, Monday -Thursday between the hours of 10am and 4pm. Applications are due one week before each Second Saturday.

When will I receive my permit?

You will receive your permit after all requirements have been met.

- A copy of photo identification (California Driver's License or I.D. card).
- Business Operations Tax (BOT) Certificate: A City of Sacramento BOT Certificate is required to sell, expose for sale, or offer for sale any goods, wares, or merchandise in the City of Sacramento. Applications must be submitted to the Revenue Department located in City Hall, at 915 I Street on the 1st Floor. Once your BOT number is issued, please forward us a copy.
- At least two (2) photos of your artwork must be submitted with the application. All work must be handcrafted by vendor. *Photos are not required for bands performing at Second Saturday or for Multi Vendor Location Permits.*
- Multi Vendor Locations must submit a vendor layout map for approval.
- All vendors must have the signature of the property owner or lessee where art or music activities are proposed. If using public property the signature of the nearest property owner will be required.

Event Set Up/Break Down

Set up begins at 3:00 PM and must be completed by 4:00 PM. Event break down begins at 9:00 PM and must be complete by 9:30 PM. All trash must be disposed of before leaving. Vendors may not block streets, driveways, or each other while loading and unloading.

Rules and Regulations

- The art displayed for Second Saturday may not be mass-produced, manufactured or imported. Vendors will be removed from the event and receive no refund for selling work of lesser quality, or differing from that shown in the entry photos submitted and approved.
- Amplified sound may not exceed 80dba. The music or sound shall be measured a reasonable location that is not more than 150 feet from the source.
- Permit holders must take all necessary precautions to ensure electrical cords do not present a tripping hazard.
- Sidewalk may not be closed to pedestrian traffic; a six (6) foot pedestrian pathway must be maintained at all times.
- Food vendors are strictly prohibited at all times.
- All artwork displays and music performances must be family appropriate.

Application Information		
Name:		
Address:		
City:	State:	Zip:
E-mail address:		
Contact phone #:	Cell phone #:	
Dates of Participation (Please select all that apply)		
Music Vendor (\$25 per month)	Art Vendor (\$25 per month)	Multi Use Vendor (\$175 per month)
<input type="checkbox"/> April 9	<input type="checkbox"/> April 9	<input type="checkbox"/> April 9
<input type="checkbox"/> May 14	<input type="checkbox"/> May 14	<input type="checkbox"/> May 14
<input type="checkbox"/> June 11	<input type="checkbox"/> June 11	<input type="checkbox"/> June 11
<input type="checkbox"/> July 9	<input type="checkbox"/> July 9	<input type="checkbox"/> July 9
<input type="checkbox"/> August 13	<input type="checkbox"/> August 13	<input type="checkbox"/> August 13
<input type="checkbox"/> September 10	<input type="checkbox"/> September 10	<input type="checkbox"/> September 10
<input type="checkbox"/> October 8	<input type="checkbox"/> October 8	<input type="checkbox"/> October 8
Total Due \$	Total Due \$	Total Due \$
Art Vendor		
Describe work to be shown: All work must be handmade by each vendor. Please attach at least two (2) photos of artwork and one (1) photo of booth/display with the application.		
Business Operations Tax License # (Copy Required):		
Set-up Location (Address/Business Name):		
Have you received permission from the property owner/lessee to set-up at this location?		Yes <input type="checkbox"/> No <input type="checkbox"/>
Property owner/lessee signature:	Phone number:	
Multi Use Vendor Location		
Are you the property owner? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If not, please obtain business owner's signature for event use.</i>		
Set-up Location (Address/Business Name):		
How many art vendors will you have monthly?		
Property owner/lessee signature:	Phone number:	
Describe work to be shown: All work must be handmade by each vendor.		

Amplified Sound	
Are you the property owner? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If not, please obtain business owner's signature for event use.</i>	
Set-up Location (Address/Business Name):	
Owner's signature:	Phone number:
Describe music to be played and instruments used: <i>Amplified sound may not exceed 80 dBA.</i>	
Rules and Regulations	
Initial _____	In case of emergency or for reasons beyond the City's control, the City reserves the right to cancel the scheduled activity prior to scheduled use without liability. Refunds will be made if cancellation by the City is necessary.
Initial _____	Amplified sound may not exceed 80dBA. The music or sound shall be measured at the sound booth or other reasonable location that is not more than 150 feet from the source.
Initial _____	Second Saturday fees are due when application is submitted. No refunds for rain or inclement weather. Applications are due one week before each Second Saturday.
Initial _____	Food vendors are strictly prohibited at all times.
Initial _____	All Second Saturday activities must end by 9:00 PM.
Initial _____	Sidewalks may not be closed to pedestrian traffic; a six (6) foot pedestrian pathway must be maintained at all times.
Initial _____	The work displayed for Second Saturday is not mass-produced, manufactured or imported. I understand that I will be removed from the show and receive no refund if I am selling work of lesser quality, or differing from that shown in the entry photos submitted and approved.
Initial _____	Permits must be on hand at all times during Second Saturday. I understand permits are issued for specific times and locations.
Initial _____	Power is not provided by the City of Sacramento. Permit holders must take all necessary precautions to ensure electrical cords do not present a tripping hazard.
Initial _____	The Responsible Party agrees to fully indemnify, defend, and save harmless, the City of Sacramento, its officers, agents, employees, and volunteers from and against all actions, damages, costs, liability, claims, losses, judgments, penalties and expenses of every type and description, including, but not limited to, any fees and/or costs reasonable incurred by the City of Sacramento's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "Liabilities"), to which any or all of them may be subjected, to the extent such Liabilities are caused by or result from any negligent act or omission or willful misconduct of the Responsible Party in connection with its use of City of Sacramento facilities. This shall be a continuing release and shall remain in effect until revoked in writing.
Initial _____	I hereby attest that the information contained in this application is true and correct. I understand that this is only an application and not a guaranteed permit. If a permit is issued, I agree that: (1) if any of the information contained in the application is found to be false; or (2) should my conduct, or the conduct of any participants or guests, not be as described in the application; or (3) should any applicable City, County, State or Federal rules, regulations, codes or laws be violated, any permit issued shall automatically become null and void and any activity associated with this application will immediately cease. If the activity has not yet taken place, the permit will be cancelled.
Initial _____	I understand that a City of Sacramento Business Operations Tax (BOT) License is required for all Second Saturday vendors. The BOT must be submitted 14 days before the event begins.
Initial _____	All debris and trash must be removed from the permitted site immediately after the said activity. Participants may not block streets, driveways, or each other while loading and unloading.