



**MONTEBELLO POLICE DEPARTMENT**

***"Dedicated to Superior Service"***



**National Night Out 2019  
Tuesday, August 6, 2019 6 PM- 9 PM  
Vendor/Donation Form**

Please fill out page 1, read page 2 and sign the bottom of the form acknowledging the rules. Forms can be dropped off at the Montebello Police Department or emailed to [vpadilla@cityofmontebello.com](mailto:vpadilla@cityofmontebello.com).  
Questions: Corporal Howard – (323) 887-1342 of Vanessa Padilla at (323) 887-1238

Organization/Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Participation:**

- Vendor Booth/Display
- Activity/Booth Giveaway
- Donation - Monetary
- Donation- In-Kind Sponsor

Description of Activity, Booth Giveaway and/or Donation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will you require electricity for your booth/display? \_\_\_\_\_

\*\*\*Please note that electricity is very limited and will affect space preference\*\*\*

Space preference: \_\_\_\_\_ Second Choice: \_\_\_\_\_

\*Please review the site map attached for space numbers. We will do our best to accommodate everyone; however, spaces will be assigned on a first-come, first-serve basis.

Addition Notes: \_\_\_\_\_  
\_\_\_\_\_

There is no charge to participate in this event.

**Set-up begins promptly at 4:00 pm.  
Please bring all of your own equipment including table, chairs, and canopies.**

Please address all correspondence regarding National Night Out 2019 including applications to:

**Attn: Vanessa Padilla**  
1600 W. Beverly Blvd.  
Montebello, CA 90640

Please send all donations for National Night Out to:

**Attn: Montebello Police Foundation**  
1600 W. Beverly Blvd.  
Montebello, CA 90640

Please continue to Page 2.

## Additional Info/Rules:

- Purpose:** National Night Out is an annual community building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live.
- Political Activity:** Political campaigning is not allowed during this event. This is to avoid potential conflicts that could arise. However, government agencies are encouraged to participate to spread helpful information to the community.
- Drugs/Alcohol:** Drugs and alcohol are **not** allowed at the event for any reason.
- Food Trucks:** Food trucks and other vendors with vehicles **MUST** enter the event from the **EAST** side of Victoria Avenue, off of Maple Avenue. The street will be blocked by buses on the west side. Please get here early because your vehicles will be the hardest to get into place.
- Food trucks will be allowed to participate on a first-come, first-serve basis. Food truck applicants will be told what other food trucks are already participating to avoid similar menus.
- Parking:** Load in: Vehicles will be allowed onto Victoria Avenue to drop off booth supplies but must be off the street no later than 5:30 pm. Vehicles must enter and leave on the **EAST** side of Victoria Avenue, off of Maple Avenue.
- Tables/Chairs:** The Montebello Police Department and the City of Montebello will **NOT** be providing any tables or chairs to vendors.
- Canopies:** Canopies aka Easy-Ups will not be provided. It's expected to be hot and canopies are encouraged for shade and also to bring awareness to your booth.
- Electricity:** There will be limited electricity available at the event. All plans to have electricity provided must be coordinated with and approved by Police Department staff.
- Participation:** The Montebello Police Department has final say in who participates in the event. The purpose of the event is to promote police-community partnerships, spread useful information about safety and government services, help raise awareness and funds for service organizations, non-profits, clubs and youth programs and help the community learn about local businesses.

By signing this document, I affirm that I have read and understood the rules outlined above. I agree to abide by the rules. Failure to follow the rules may result in my organization and its members not being able to participate in National Night Out 2019 and/or future events.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_