



# SAN DIMAS HALLOWEEN SPOOKTACULAR CANDY ON ELM STREET VENDOR/EXHIBITOR APPLICATION Saturday, October 18, 2025



BUSINESS NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
ZIP: \_\_\_\_\_

**Applicants will need to bring their own equipment and set-up crew.**

**PARTIAL PACKETS WILL NOT BE ACCEPTED. PLEASE READ ENTIRE PACKET CAREFULLY.**

PHONE NUMBER: (\_\_\_\_\_) \_\_\_\_\_

License Plate # \_\_\_\_\_ Vehicle Type \_\_\_\_\_ Vehicle Length \_\_\_\_\_

**Dress in costume, decorate your car based on your favorite Halloween movie and join the fun on "Halloween Spooktacular Candy on Elm Street". An award will be given out to the "Most Creative Trunk or Treat Vehicle".**

- ♦ Car owners must complete the attached form to participate. Only those who have properly registered their vehicles will be allowed to participate at this event.
- ♦ All vehicles participating must be decorated. We encourage the owners to dress up as well.
- ♦ Vehicles can be decorated to advertise a business/organization or just in Halloween fun.
- ♦ Businesses can have flyers to advertise but cannot sell any items. Please remember it is children oriented.
- ♦ Please attach the candy to the flyers.
- ♦ All decorations must be in good taste, if in doubt don't use it. **To ensure the line has a continuous flow, keep interactions with participants short and sweet. No games or activities permitted.**
- ♦ No fee will be charged for each registered trunk.
- ♦ **Registered vehicles must arrive between 4:00 – 5:00 p.m. for check-in.**
- ♦ **All trunks must be decorated and staffed by 5:15 p.m. Trunks arriving after 5 p.m. will not be able to participate. The event begins at 5:30 p.m.**
- ♦ **Please bring enough candy for up to 5,000 kids. The more candy, the better.**
- ♦ Registered vehicles must stay at the event until the event ends at **9:00 p.m.** For safety purposes, vehicles will not be allowed to leave the parking lot until the event is over. Staff will check in with each car at the end of the event and will be helping escort cars out. **Clean-up will be from 9:00pm - 9:30pm.**
- ♦ Electricity will not be available for decorating your vehicle.
- ♦ All vehicles must enter and exit through the Bonita Avenue entrance to the City Hall parking lot. Please note that no additional vehicles will be allowed to enter the area for supply drop-offs during the event.

**Space Assigned:**



# SAN DIMAS HALLOWEEN SPOOKTACULAR CANDY ON ELM STREET



I would like to participate in the San Dimas **Halloween Spooktacular**  
on **SATURDAY, October 18, 2025**

I, fully understand that my participation, in **Halloween Spooktacular** exposes me to the risk of personal injury, death, communicable diseases, illnesses, viruses, or property damage. I hereby acknowledge that I am voluntarily participating in this event/class and agree to assume any such risks.

I hereby release, discharge and agree not to sue the City of San Dimas for any injury, death or damage to or loss of personal property arising out of, or in connection with, my participation in the event/class from whatever cause, including the active or passive negligence of the City of San Dimas or any other participants in the event/class. The parties to this AGREEMENT understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.

In consideration for being permitted to participate in the event/class, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify and hold harmless City of San Dimas from any and all claims, demands actions or suits arising out of or in connection with my participation in the event/class. I also agree and acknowledge that participant may be photographed while participating, and release use of the photographs for reproduction in City sponsored publications.

I HAVE CAREFULLY READ THIS RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT IT IS A FULL RELEASE OF ALL LIABILITY AND SIGN IT ON MY OWN FREE WILL.

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

Name & Title: \_\_\_\_\_

Vendor application can be mailed to: Parks and Recreation Department at City Hall  
c/o Halloween Spooktacular Trunk or Treat Vendors  
245 East Bonita Avenue, San Dimas, CA 91773

Email to: [kboneman@sandimasca.gov](mailto:kboneman@sandimasca.gov)  
or  
[amora@sandimasca.gov](mailto:amora@sandimasca.gov)

Fax to: (909) 394-6205

Applications will not be accepted after **October 10, 2025**



City of San Dimas Parks & Recreation Department  
**GUIDELINES FOR VENDORS & EXHIBITORS**

**Event Name:** Halloween Spooktacular

**Fee:** FREE per parking space.

**Event Date:** Saturday, October 18

**Rain Date:** No Rain Date

**Event Time:** 5:30 p.m. - 9:00 p.m.

**Check-in:** 4:00 p.m. - 5:00 p.m. ONLY

**Location:** San Dimas City Hall Parking Lot

**Registration Deadline:** October 10, 2025

**Requirements:** Must follow Guidelines for Vendors and Exhibitors listed in this document. Vendors and exhibitors must submit the entire application packet.

Due to the limited number of spaces available, space numbers will be assigned in the order in which applications are approved by the Parks and Recreation Department.

Vendors & Exhibitors are expected to remain for entire event time and will not be permitted to leave with their vehicles from **Halloween Spooktacular**. No electricity is available.

Vendors & Exhibitors are responsible for set-up, teardown and cleaning their spaces. San Dimas Parks & Recreation will provide trash cans through out the event. All items must fit within your space. Tables must be draped on all sides to the ground.

The City of San Dimas will provide fliers, street banners, media releases, other publicity and promotion. **Vendors & Exhibitors must provide their own tables, chairs, canopies and other equipment needed.** The City of San Dimas is not responsible for any loss or damage to products, personal property or vehicles. City ordinance prohibits the consumption of alcoholic beverages, vaping, or smoking in the parks and facilities. Los Angeles County policy prohibits the distribution of food and food sampling without a permit.

**Registered vehicles must arrive between 4:00 – 5:00 p.m. for check-in.**

**All trunks must be decorated and staffed by 5:15 p.m. Trunks arriving after 5 p.m. will not be able to participate. The event begins at 5:30 p.m.**

**ADDITIONAL RULES AND REGULATIONS FOR VENDORS**

In order to maintain the high quality of the **Halloween Spooktacular** we will review all applicants in a timely manner and notify applicants in writing of their acceptance.

THE PARKS AND RECREATION DEPARTMENT RESERVES THE RIGHT TO ACCEPT OR DENY ANY VENDOR AT THEIR DISCRETION.

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

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

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

