



Irvine Animal Care Center



Dear Rescue,

We are excited to invite you to the 7th annual Home for the Holidays Pet Adoption Fair, Sunday, December 8, from 10 a.m.–3 p.m. at the Irvine Animal Care Center, located at 6443 Oak Canyon Road. Event highlights include:

- 500+ adoptable dogs, cats and rabbits
- Vendors and services for pets and people
- Silent auction and opportunity drawing
- Low-cost microchips
- FREE Ask the Vet and Ask the Trainer advice
- Food and refreshments
- FREE Parking

Expected attendance: 3,000 people
Adoption goal: 300 animals

Rescue Information

This year's event will take place inside and outside shelter grounds and. Animal rescue groups and vendors will be mixed in together and all groups will be outdoors. Space is limited and we expect the event to fill up early, so it is extremely important to send in your application as soon as possible, as spaces will be filled on a first-come, first-served basis. We are excited to announce we will once again be offering rescues the option of selecting the area of your booth space for an additional fee. An event map is included. (All cat rescues will be placed in Zone E.)

Please fill out the attached rescue form and submit with payment by November 9. Applications received after November 9 will incur a \$25 late fee. No rescues will be accepted after November 23. We reserve the right to deny or limit booth space.

Rescue check-in time is between 8 and 9 a.m. the day of the event. You will be emailed detailed set up/event day instructions approximately two weeks prior to the event date.

Home for the Holidays will take place rain or shine. No refunds will be given.

HOME FOR THE HOLIDAYS RESCUE RESERVATION FORM

For Office Use Only	
Date Rec: _____	
R #: _____	
Zone: _____	OM: _____

Rescue Name: _____

Rescue Website: _____

Address*: _____

Phone*: _____ Email*: _____

Contact Name*: _____

I have read and agree to the rules and regulations: _____ (sign)

How many animals do you expect to bring? (6-8 large animals or 8-10 small animals per 10x10 space)

Dogs	Puppies	Cats	Kittens	Others

Please Select From The Following	Cost Per Space	# of Spaces (limit 3)
We will bring a 10x10 tent, table and chairs	\$40	
We would like to rent a 10'x10' tent, 6' table and two chairs	\$60	

Additional Options	Cost Per Space	# of Spaces
We would like to rent an 8'x8' enclosed cement yard <i>Fee in addition to booth space. Three yards available. Located in Zone B.</i>	\$100	
We would like to select our booth location area <i>Fee in addition to booth space. One-time fee.</i>	\$50	1 st Choice: _____ 2 nd Choice: _____

All forms and payment received after Nov. 9 will incur a \$25 late fee. No rescues will be accepted after Nov. 23. No exceptions.

Number of Spaces: _____ **Total Enclosed:** _____ (include late fee if applicable)

Please make checks payable to "Irvine Animal Care Center."

Submit by mail:
Irvine Animal Care Center
Attn: H4H Rescue
6443 Oak Canyon Road
Irvine, CA 92618

Submit by email:
info@irvineshelter.org
Attn: H4H Rescue

Submit by fax:
949-724-7749
Attn: H4H Rescue

The City of Irvine takes your privacy seriously. This form asks you to provide the City with certain personal information. Such information is being requested and will be utilized by the City for the specific and limited purpose of future City correspondence regarding the subject-matter of this form. Pursuant to Measure S, an initiative ordinance passed by City voters in 2008, the personal information noted by an asterisk (*) on this form will be kept confidential. Unless you expressly indicate to us otherwise or unless compelled by a court order, it will not be shared with other agencies, businesses or individuals.

HOME FOR THE HOLIDAYS CREDIT CARD PAYMENT FORM

Company/Group Name: _____

Authorized Charge Amount: _____

VISA MASTERCARD DISCOVER AMERICAN EXPRESS (please circle one)

Credit Card Number: _____ Exp. Date: _____

Name on Card: _____

Complete Mailing Address: _____

Signature: _____ Date: _____



HOME FOR THE HOLIDAYS RULES AND REGULATIONS

“Contractor” refers to any Home for the Holidays vendor, rescue, shelter or exhibitor.

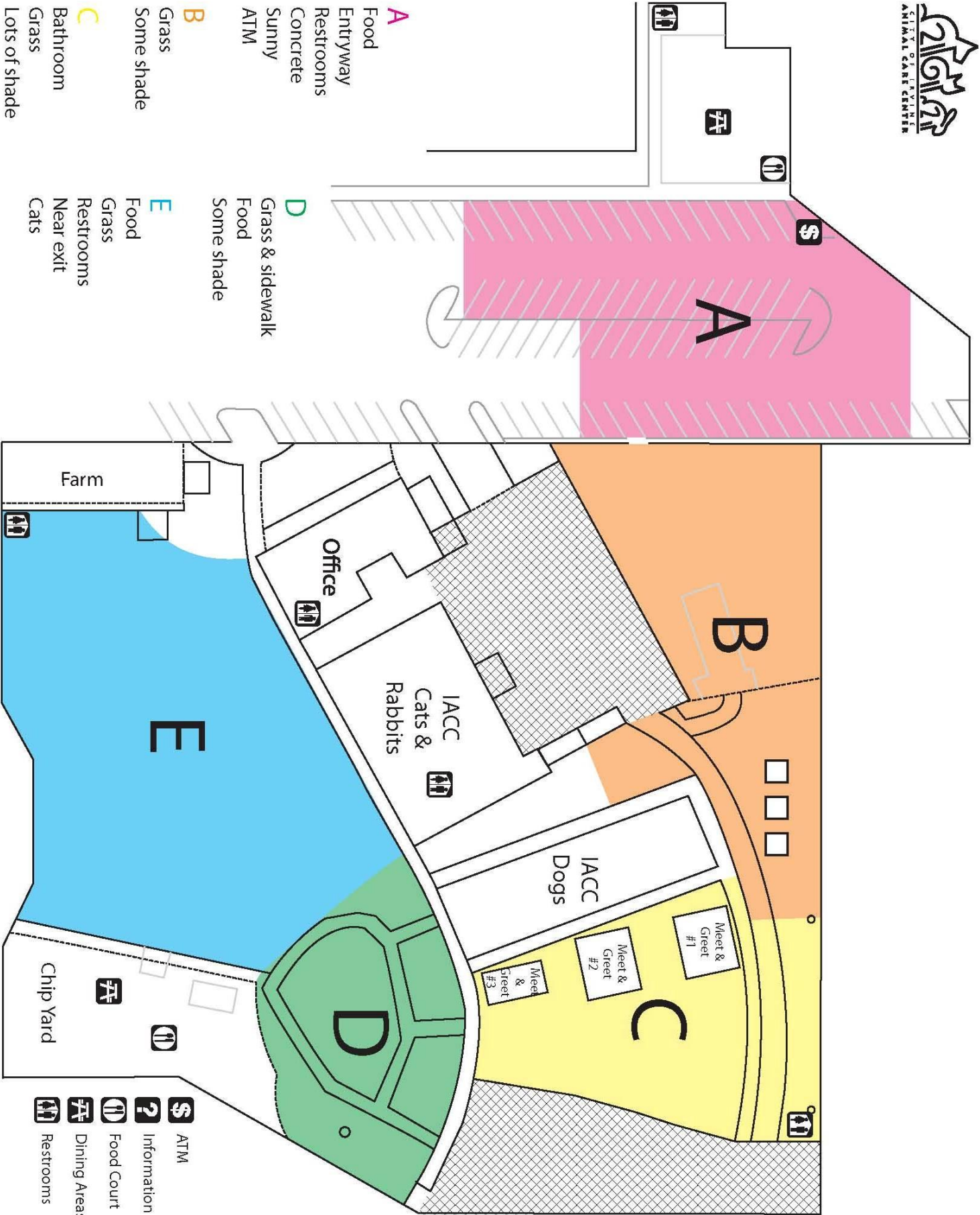
- This application does not guarantee your participation in the event. The City of Irvine retains the right to accept or reject applications based on appropriateness, availability, duplication of service, and/or other criteria as deemed necessary.
- Completed applications will be considered in the order in which they are received.
- Home for the Holidays will take place rain or shine. No refunds will be given.
- By submitting an application, the contractor grants permission for the City of Irvine and its designees, licensees or affiliates the rights to, including without limitation, produce, publish, post on website, exhibit, and otherwise make use of photographs and videos of applicant performers, affiliates, volunteers and booth/exhibit contents for any publicity, promotional and other non-commercial purposes of the City of Irvine without compensation, attribution or further consent of the applicant.
- One-time event Insurance coverage is provided by the City of Irvine. Participating contractors are encouraged to maintain their own Liability Insurance.
- Contractor shall indemnify, defend, and hold City and City Personnel harmless from and against any and all actions, suits, claims, demands, judgments, attorney's fees, costs, damages to persons or property, losses, penalties, obligations, expenses or liabilities (herein "claims" or "liabilities") that may be asserted or claimed by any person or entity arising out of the willful or negligent acts, errors or omissions of Contractor, its employees, agents, representatives or subcontractors in the performance of any tasks or services for or on behalf of City, whether or not there is concurrent active or passive negligence on the part of City and/or City Personnel, but excluding such claims or liabilities arising from the sole active negligence or willful misconduct of City or City Personnel. In connection therewith:

Contractor shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorney's fees incurred in connection therewith.

Contractor shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities.

In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such damages or other claims arising out of or in connection with the negligent performance or a failure to perform the work or activities of Contractor, Contractor shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorney's fees and expert witness fees.

- Workers Compensation Insurance is required by the laws of the State of California for any company, business, or organization that has employees. If applicable to any contractor/participant/vendor/exhibitor, proof of Workers Compensation Insurance will be required. City and City Personnel shall not be responsible for any claims in law or equity occasioned by failure of the Contractor to comply with this section or with the provisions of law relating to Workers' Compensation.
- Only contractors signing up as vendors may sell merchandise. A California Seller's Permit is required and must be displayed. Information on obtaining a seller's permit is available at boe.ca.gov/sutax/faqseller.htm. A one-time Irvine business license is provided.
- Only approved food vendors may sell or distribute food at their booth.
- Please provide appropriate staff to set-up, operate, and clean your booth. Take all items that belong to you and discard all trash when you leave.
- Loading and unloading may only be done in designated areas.
- Walkways must remain clear. Contractors may not extend tables, chairs, crates, animals, etc. into the common area.
- All contractors will be located outdoors.
- All dogs, cats and rabbits must be spayed or neutered.
- All dogs, cats and rabbits must be current on vaccinations.
- All animals must wear identification associating them to your group.
- Sick animals will not be permitted on the property.
- Aggressive animals will not be permitted on the property.
- Veterinary care is not available. Please become familiar with local veterinary offices before attending the event, should your animals need veterinary care during the event.
- Dogs cannot be locked in crates all day. Please bring appropriate leashes and x-pens for exercise, as well as enough volunteers or staff to exercise them.
- Only experienced animal handlers should handle animals.
- Bring your own food, water and bowls for animals.
- Do not overcrowd your booth. (8-10 small animals or 6-8 large animals per 10x10 booth space.)
- Contractors must check out with adoption totals before leaving event.



- A** Food
Entryway
Restrooms
Concrete
Sunny
ATM
- B** Grass
Some shade
- C** Bathroom
Grass
Lots of shade

- D** Grass & sidewalk
Food
Some shade
- E** Food
Grass
Restrooms
Near exit
Cats

- ATM
- Information
- Food Court
- Dining Areas
- Restrooms