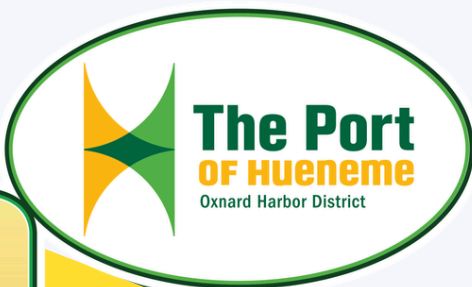


SEPTEMBER
26th
2026



WELCOME EXHIBITORS

FESTIVAL POLICIES & PROCEDURES



13th Annual
Banana Festival
A CELEBRATION OF A DIVERSE WORKING PORT

WELCOME TO THE BANANA FESTIVAL

HOSTED AT THE PORT OF HUENEME
SATURDAY, SEPTEMBER 26, 2026



Thank You for Joining Us.

The Banana Festival is committed to a quality event with an extraordinary assortment of exhibitors representing our community and reflecting the legacy of The Port Of Hueneme. We hope to operate a clean, well-organized event and do our best to offer visitors a variety of products and services including your business/organization.

Included in this welcome packet is important festival information and tools to guarantee a successful event with your cooperation including:

- **Vendor Policies & Procedures**

Please read in it's entirety.

- **Exhibitor Form (Form Completion Deadline August 30, 2026)**

Please complete this form and return it to Medallion Events (Festival team)

- **Insurance Information and Application**

Please read and if in need of Festival Insurance, complete the insurance application form and return it to Medallion Events along with fee.

- **About The Port of Hueneme**

Get informed with Information about our Festival Host.

- **Festival Organizers can contacted with questions by email.**

bfvendors@medallionguards.com

- **Mail or Deliver (by appointment only) applications, forms and payments to:**

Attn: Banana Festival c/o Medallion Events 2362 N. Oxnard Blvd. Suite 202, Oxnard, CA 93036

WELCOME TO THE BANANA FESTIVAL

HOSTED AT THE PORT OF HUENEME
SATURDAY, SEPTEMBER 26, 2026



Vendor Policies & Procedures

Please carefully review and comply with the following policies and procedures. Noncompliance may result in immediate dismissal from the event and disqualification from future Banana Festivals.

- **Event Date:** Saturday, September 26, 2026 “RAIN OR SHINE”
- **Festival Hours of Operation:** 10 am to 5 pm
- **Canopies:** White tents will be provided for exhibitors unless prior arrangements for branded tents are made with the Festival Team. Pop-up tents/canopies must be secured in case of wind for all vendors. Vendors given approval to provide their own tent are responsible for ensuring their setup can withstand wind and weather. Unsecured tents may be removed at the organizer’s discretion.
- **Booth Sizes:** Non-Food Vendor booth spaces are 10’ x 10’. If you need more room for your display and storage, you must purchase a second booth. All merchandise and signage must be contained within, or attached to your booth. No racks or tables are permitted outside your booth.
- **Space Fees:** Are listed on the Exhibitor Form and are based on type of merchandise sold.
- **Signage:** Professional quality signs ONLY may be posted; no hand-written signs permitted.
- **Festival Logo/ Artwork:** DO NOT use the official Banana Festival logo or artwork, or incorporate the name Banana Festival into your product line. The name and logo are protected by trademark and copyright laws and may only be used by special licensing agreements.
- **Electricity:** If electricity is needed for operation of your booth it can be provided by the festival for a fee of \$25. MUST BE PAID IN ADVANCE.

WELCOME TO THE BANANA FESTIVAL

HOSTED AT THE PORT OF HUENEME
SATURDAY, SEPTEMBER 26, 2026



Vendor Policies & Procedures

Continued...

- **Equipment:** Vendors must bring own equipment and supplies, including: ice, cash/change, cooking equipment, tables, chairs, paper goods, trash cans, fire extinguishers, flooring, and other supplies for the operation of an exhibitor booth.
- **Site access/Set up:** Vendors will be pre-assigned site access and set-up times, please be aware that last minute change to layout are not expected, but possible due to traffic on the Port. All vehicles must be OFF SITE by 9:00 a.m.
- **Tear down:** No tear down prior to Festival closing at 5 p.m. Exit times/instructions will be assigned.
- **Clean up:** Vendors are responsible for cleanup of their space and removal of trash during and after the Festival.
- **Festival Insurance:** A Valid Certificate of Insurance naming the Port of Hueneme Banana Festival/ Port of Hueneme (Oxnard Harbor District) as additional insured for Saturday, September 26, 2026, from 10:00 am to 5:00 pm OR Insurance may be purchased through the Festival for \$75. Festival Insurance Application is included in this Vendor Packet.
- **Arts & Crafts vs Retail Space:** To qualify as an Arts & Crafts vendor YOU must create your product, or decorate/adapt an existing product, and you must be the person selling at the Banana Festival. If you are selling a craft item that you have purchased from others, you are a RETAIL vendor.

WELCOME TO THE BANANA FESTIVAL

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SATURDAY, SEPTEMBER 26, 2026



Vendor Policies & Procedures

Continued...

- **Cancellation Policy:** This is a rain or shine event, and vendor participation is expected regardless of weather conditions. All cancellations must be submitted in writing to the Festival Organizers. Refunds will be issued based on the following schedule:
 - Cancellations received on or before August 27, 2026 (30 days prior to the event): Eligible for a refund minus a 25% administrative fee.
 - Cancellations received between August 28 and September 12, 2026 (15 to 29 days prior): Eligible for a 50% refund of total fees paid.
 - Cancellations received on or after September 13, 2026: No refunds will be issued.

If the event is canceled by organizers for any reason other than weather, vendors will receive a full refund of participation fees, excluding optional insurance fees. No refunds will be issued due to inclement weather.

- **Code of Conduct:** All vendors and their staff are expected to conduct themselves in a professional and courteous manner. Harassment, aggressive sales behavior, or non-cooperative attitudes may result in removal from the event without refund.

EXHIBITOR FORM

BANANA FESTIVAL

APPLICATION DEADLINE AUGUST 30, 2026

COMPLETE THE SECTIONS BELOW. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.
PLEASE READ VENDOR RULES & PROCEDURES FOR COMPLETE INFORMATION.

Business Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ E-Mail: _____

Vendor Category & Pricing

MARK QUANTITY

☐ RETAIL SPACE	\$300 x _____ PER 10'X10'
☐ ARTS & CRAFT SPACE 10'X10'	\$250 x _____ PER 10'X10'
☐ NON-PROFIT ORGANIZATIONS	\$225 x _____ PER 10'X10'
☐ FESTIVAL PROVIDED INSURANCE	\$75
☐ ELECTRICITY ACCESS	\$25 x _____ PER 20 AMPS

Please add all checked boxes above

TOTAL DUE

\$ _____

VENDOR Checklist (Please read and acknowledge by checking circles.)

- ☐ Please invoice me with information for digital payment. I understand that payment is due no later than August 30, 2026.
- ☐ I have read the Vendor Rules & Procedures and the Waiver of Liability and agree to comply with all event rules and policies. _____ (initial here)
- ☐ NOTE: Application will be reviewed and when approved, and invoice will be sent

This completed form can be mailed to or dropped off (by appointment only) to:

Attn: Banana Festival
c/o Medallion Events
2362 N. Oxnard Blvd.
Suite 202
Oxnard, CA 93036

INDEMNITY:

I/we agree to save and hold harmless, indemnify and defend the Port of Hueneme Banana Festival/Port of Hueneme (Oxnard Harbor District), its commissioners, employees, consultants and other agents from any and liability they may have, or be alleged to have, arising from my participation in the 2026 Banana Festival except for liability arising solely from their negligence or intentional acts.

Signature of Applicant

Date

QUESTIONS? CONTACT US:

bfvendors@medallionguards.com

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FESTIVAL INSURANCE

BANANA FESTIVAL

ALL EXHIBITORS PARTICIPATING IN THE BANANA FESTIVAL ARE REQUIRED TO CARRY A VALID GENERAL LIABILITY INSURANCE POLICY.

VENDORS WITH YOUR OWN BUSINESS INSURANCE POLICY:

Vendors with insurance coverage for their business must include a valid **Certificate of Insurance** with their

Vendor Application that meets the following criteria:

- Name of insured on policy must match name and address on vendor application
- Type of Insurance must be General Liability Insurance
- Policy limits must be at least:
 - General Aggregate: \$1,000,000
 - Each Occurrence: \$1,000,000
 - Products – comp/op agg \$1,000,000
 - Personal & Adv. Injury: \$1,000,000
 - Damage to Rented Premises \$100,000

Description of Operations/ Locations/ Vehicles/ Restrictions/ Special Items must include:

- Certificate holder is named as additional insured for the Banana Festival, September 26, 2026 at 333 Ponomo St. and on surrounding streets in Port Hueneme.
- Certificate Holder must be listed as follows:
 - Port of Hueneme Banana Festival**
 - Port of Hueneme (Oxnard Harbor District)**
 - 333 Ponomo St.**
 - Port Hueneme, CA 93041**
- Policy effective dates must be through the Banana Festival Day (Sept 26, 2026)

Vendors may purchase insurance through the Festival's Group Vendor Insurance Policy (through insurevents.com) by filling out the request form below and submitting with Vendor Application.

Payment for insurance will only be processed if vendor is accepted for the Banana Festival:

REQUEST FOR INSURANCE

Return this completed form with your Vendor Application along with your fee (\$75) payable to "Port of Hueneme Banana Festival"

☐ Please sign me up for the **Group Vendor Liability Policy** for the 13th Annual Banana Festival September 26, 2026

Business Name: _____

First Name: _____ **Last Name:** _____

Mailing address: _____

City: _____ **State:** _____ **Zip:** _____

Phone Number: _____ **E-Mail:** _____

Products Sold: _____

This insurance coverage is applicable to the 2026 Festival only.

ABOUT

THE PORT OF HUENEME

HOST OF THE BANANA FESTIVAL

SATURDAY, SEPTEMBER 26, 2026



Each September, some 15,000 visitors attend the Banana Festival to celebrate the accomplishments of The Port of Hueneme! The Port of Hueneme will once again host this year's Banana Festival, inviting the community to join in on the celebration.

The Port of Hueneme is one of the most productive and efficient commercial trade gateways for niche cargo on the West Coast, governed by five locally elected Port Commissioners. The Port consistently ranks amongst the top ten U.S. ports for automobiles and fresh produce. Port operations support the community by bringing \$2.8 billion in economic activity and creating 24,997 trade-related jobs. Trade through the Port of Hueneme generates more than \$236 million in direct and related state and local taxes, which fund vital community services. In 2017, the Port of Hueneme became the first port in California to become Green Marine certified and was voted the Greenest Port in the U.S. at the Green Shipping Summit.

The Port authority began over 85 years ago with a mission to provide California's central coast agricultural community with an ocean link to the global market. Today, the Port handles bananas and tropical fruit as well as additional cargos including auto imports and exports, liquid bulk fertilizer, farm and other heavy equipment. Learn more about the Port at www.portofhueneme.org.