DPOA VENDOR SELECTION, ASSIGNMENTS, AND REGULATIONS

The Downtown Pomona Owners Association (DPOA) operates as a non-profit, property parcel-funded organization. The DPOA also receives public funds and is therefore subject to all Federal, State, and Local government restrictions that are placed on publicly funded entities.

1. All vendors must submit an application and be approved to participate in any DPOA-sponsored event must submit an application at least one month prior to the event and receive approval at least two weeks in advance. All unapproved setups will be required to vacate the event immediately.
2. There is a charge for every vendor/activity booth. The charge will be noted on the application.
3. Food booths must meet specific requirements in order to be approved to operate at a DPOA event. Those requirements will be available with the application.
4. Booths that advertise services are not allowed. This includes, but is not limited to professional services, maintenance, and repairs
5. The use of megaphones is not allowed within the PBID, unless approved in advance by the DPOA. The use of microphones and amplifiers must also be approved in advance. Approval of microphones and amplifiers is limited primarily to entertainment events and performances.
6. Banners are not permitted unless attached only to the booth itself. An approved banner may not be higher or wider than the booth to which it is attached.
7. Vendors and booth operators may not display or disseminate political ads and materials. They may not use a DPOA event to support or oppose political candidates, ordinances, propositions, etc. They also may not display or disseminate religious materials or use a DPOA event to promote a particular religion or faith. Incorporating political or religious messages into artwork is not permitted unless approved in advance by the DPOA. The DPOA will control the location of all events, activities, booths, and vendors for all events that occur within the Property and Business Improvement District (PBID).
8. Businesses located within the PBID that occupy a storefront may set up a booth on the sidewalk in front of their storefront. These booths should be consistent with each storefront’s business or activity.
9. The booth may not extend beyond the width of the storefront on either side.
10. The business owner must ensure that the booth meets all DPOA standards.
11. The DPOA will confirm that the size of the booth is the proper size and that the contents of the booth reflect the particular DPOA event. For example, for the Second Saturday Art Walk, all booths must display and sell arts and crafts. There will be exceptions for food vendors, but the number of food vendors will be limited.
12. The storefront owner cannot subdivide the booth and allow another party to set up in front of their business, unless approved in advance by the DPOA.

Please direct all inquiries to the DPOA office located at 119 W. 2nd St. in downtown Pomona.