

GeorgeFest February 21 – 23 2020

ARTS, CRAFTS & SERVICES

VENDOR APPLICATION

Vendor Information

Vendor Business Name: _____

Owner / Manager Name: _____ Phone _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Website: _____

Description of Service or Product: _____

Booth Sizes and Fees

(Spaces are limited and will be approved on a First come, first paid basis.)

Space Size:	Quantity:	Cost:
10'x10' (non-profit): (Please include 501(c)3 with application)		\$50.00
10'x10' (Arts/Crafts/Services):		\$150.00
**Additional 10'x10' Space: **Add additional 10'x10' space(s) for just \$50.00 each. Subject to availability and organizers approval		\$50.00
		Refundable Deposit: \$50.00 *\$50.00 deposit is refundable at the END of the Festival. (See "Rules & Regulations" for details)
Total:		

Application Checklist

(Please check all that apply)

- _____ Completed Application.
- _____ Payment in full including deposit.
- _____ Insurance – Listing the city as additionally insured (if required)
- _____ 501(c)3 Certificate (if applicable)

Please Direct any questions to: Events Department, City of Eustis 352-483-5491 or vendor@eustis.org

Specific Requirements:

(Please Check all the apply)

Tent/Trailer Information: I have a: Tent _____ Tent & Trailer _____ Truck _____

Trailer/Truck Measurement: _____

(Must include trailer tongue)

Trucks/Trailers: I sell out of the: Passenger Side _____ Driver Side _____ Rear _____

Electricity (please check one): I need a: 110 _____ 220/50 (Limited) _____ Other _____

(All vendors will receive **ONE** outlet per space. Additional outlets are available for \$20)

Rules & Regulations

EVENT: **GEORGEFEST 2020**
LOCATION: **Ferran Park & Historic Downtown Eustis**
250 Ferran Park Dr, Eustis, FL 32726
DATES: February 21 - 23, 2020
TIMES: Friday (4:00 PM - 9:00 PM)
Saturday (10:00 AM - 10:00 PM)
Sunday (10:00 AM - 3:00 PM)
CONTACT: City of Eustis
352-483-5491
vendor@eustis.org
www.eustisgeorgefest.org

PAYMENT & DEADLINE: Payment in full by cash, check or credit card is due upon signing of this agreement. Vendor spaces are limited, and applications will be accepted on a first-paid basis. The total cost for a space is payable by cash, credit card or check to The City of Eustis. The final deadline for reservations and payment is Wednesday, February 12, 2020.

DEPOSIT: Each vendor will pay a \$50.00 deposit in addition to the vendor fee. This deposit may be refundable at the end of the festival. Every vendor is required to keep their booth setup and manned until approximately 3:00 PM Sunday. If you tear down your booth early or leave your space unmanned during the festival, you will forfeit your deposit. _____

(Initials)

SPACE: *Vendor displays must stay within designated square footage of space requested.* This includes display racks, tables, awnings, trailer tongue, tie downs, etc. You must bring your own tent and table with chairs. Booth assignments will be provided at check in. Space assignments will **NOT** be given out before check-in.

ELECTRICITY: All vendors will receive ONE 20 AMP outlet per space. Additional outlets are available for \$20.00. Please advise in advance the number of outlets needed when submitting application. A minimum 100 foot extension cord is required.

INSURANCE: All food vendors and vendors who sell the following must provide a certificate of insurance with the City of Eustis listed as an additionally insured: included but not limited to, power equipment, medical health products or services, prescription glasses, tattoos, piercings, face painters, etc.

Please Direct any questions to: Events Department, City of Eustis 352-483-5491 or vendor@eustis.org

Rules and Regulations (Continued)

PROHIBITED ITEMS: Excluding firearms and ammunition, vendors are prohibited from selling, exhibiting, displaying or promoting any type of merchandise or service that may have implicit or explicit content of violence or obscenity (visual or verbal). Excluding firearms and ammunition, no weapons may be displayed nor sold including but not limited to knives, pepper spray, swords, martial arts weapons, etc.

SAFETY: All food vendors shall have an approved fire extinguisher in their booth. Any tent over 120 square feet shall be labeled as fire-retardant. Fire extinguishers must be appropriate for the content of the exhibition space (proper A, B, C and/or K ratings). A fire inspection will be performed before the event opens.

SECURITY: Overnight security will be provided for Friday and Saturday nights, however, the City of Eustis is not responsible for any theft, vandalism, damage or loss of business caused by others.

RELEASE: I consent to be photographed, videotaped and/or otherwise recorded by the City of Eustis. I grant the right to use my likeness to publish, promote, distribute, modify or edit any recording that feature or include my likeness in any media.

WAIVER: I agree to waive any and all claims of any nature against the City of Eustis, its employees, successors and any volunteers, building owners and tenants.

CANCELLATIONS / REFUNDS: Cancellations **MUST** be received by January 17, 2020. Funds, including deposit, will not be refunded for cancellations made after January 17, 2020.

NON-PROFITS: Must include 501(c)3 with application in order to be eligible for non-profit rate.

All vendors will remain open during the official event hours. No vendors shall drive into the event without permission from the City of Eustis Police or Event Staff.

All vendors must comply with all State and Federal Laws, Statutes and Regulations.

Absolutely **NO** stakes allowed.

All vendors are responsible for disposing of their trash in the provided trash receptacles.

Vendors are **NOT** permitted to sell any alcoholic beverages (including, but not limited to) beer, wine or liquor without prior approval.

The City of Eustis has the right to close any exhibit immediately without refund and has the right to accept or deny vendor exhibits.

All sales belong to the vendor. Vendors are solely responsible for collecting and reporting applicable sales tax. All vendors agree to meet the regulations and to pay applicable fees to Florida Department of Business & Professional Regulation.

Vendors are legally and financially responsible for all damages to grounds or other property caused by themselves or their employees.

The City of Eustis does not provide access to water.

Please Direct any questions to: Events Department, City of Eustis 352-483-5491 or vendor@eustis.org

Reservation Information

One week prior to the event, vendors will receive an email with information regarding check in for the event. Booth assignments will be provided upon arrival for check-in. Specific assignments will NOT be given out before check-in. Please see "Space" for details.

The undersigned:

- Agrees that he/she has read and understands the Rules & Regulations of the event and will comply with all the rules and regulations described.
- Understands that noncompliance may result in removal of the vendor.
- Certifies that he/she is the responsible person referred to in the rules and that he/she is authorized to execute on behalf of the business, and accept legal process on behalf of the business.
- Agrees to indemnify and hold harmless the City of Eustis and Lake Eustis Chamber of Commerce, building owners and tenants.
- Agrees to meet the regulations and to pay applicable fees to Florida DPBR the day of the event.

I, _____ (vendor), understand that I will not be allocated space until all of the specified documentation is on file in the office of the City of Eustis and all Fees have been paid. I understand that my deposit is refundable upon meeting the requirements listed in the Rules and Regulations and that the remaining fees are non-refundable.

Signature

Date

Payment Information

Check Number: _____ MC _____ Visa _____ Discover _____ Exp. (MM/YY) _____

Card Number (16 digit): _____ Security Code: _____

Name as it appears on card: _____

Signature: _____ Date: _____

MAKE CHECKS PAYABLE TO:

City of Eustis
Attn: Events Department
10 N. Grove St, Eustis, FL 32726
Email: vendor@eustis.org
P: 352-483-5491 F: 352-357-4177

Internal Use Only

Date Application Received: _____ Payment method: Cash Check Card Money Order

Payment Received on: _____ Insurance: Y N

Application approved on: _____ Application Approved By: _____

Choose your zone request: _____

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