



**Delray Beach
St. Patrick's Day
Festival
Vendor Application**



March 15th & 16th, 2019

You are invited to join the fun!

Event Overview :

2019 St. Patrick's Day Festival - March 15 & 16, 2019 at the Delray Beach Tennis Center

Set-up: March 15, 2019 from 8:00am to 5:00pm

Breakdown: March 16, 2019 from 6:00pm to 11:00pm

Event Times: March 15, 2019 from 5:00pm to 10:00pm

March 16, 2019 from 10:00am to 6:00pm

Vendor Opportunities

Arts and Crafts \$150.00

Non-Profit \$100.00

Commercial / Corporate \$250.00

Food Truck \$225.00

Festival Style Food Booth \$300.00

Deadline for vendor space is March 1, 2019

For more information contact :

Joey Cafone at (561) 906-5410 or Jim Bast at (561) 350-9818



Vendor Requirements

Food Vendor Requirements

- Only items listed and approved on this application will be allowed to be sold at the event. A menu must be submitted with application.
- Food trucks are limited to 8, and other food vendors are limited to 4 with the event producer reserving the right to approve or deny applications based on the appropriate fit with the theme of St. Patrick's day and the desire to not duplicate types of food.
- Health Department inspection and approval. Your information will be sent to the Health Department by the Event Coordinator, two weeks prior to the event.
- Fire Department inspection and approval. Your information will be sent to the Fire Department by the Event Coordinator, two weeks prior to the event.

A list of Health Department and Fire Department Requirements can be obtained by contacting the Event Coordinator via email at delraystpatricksfestival@gmail.com

“Vendors Doing Business” Requirements

(Any vendor selling any product. This does not include an “exhibitor” vendor who is just passing out information)

- “IF” you have a City of Delray Beach Business Tax Receipt please include with your application. It is not a requirement.

Non-Profit Requirements

- Copy of Tax ID form included with your application.

For more information contact :

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All Vendor Requirements

- Certificate of Liability Insurance Naming the City of Delray Beach additional insured included with your application (see more details on last page).
- Any tent LARGER than 10'x10' is required to have a tent permit through the City of Delray Beach Building Department. (\$150 permit fee, plus Fire Department Review fee)

Before sending application please double check:

- Application filled out neatly and completely
- Read and signed waiver
- Proof of insurance attached naming City & Benevolent as additionally insured.
- Read and Initialed the rules
- Kept a copy of application and rules for my files.
- Copy of BTR (if applicable)
- Copy of Tax ID (NON-PROFITS only)
- Copy of Menu (FOOD vendors only)

For more information contact :

Joey Cafone at (561) 906-5410 or Jim Bast at (561) 350-9818

Delray Beach St. Patrick's Day Festival 2019

Organization/Business Name Contact Name

Phone Email

Address City, State Zip

Description of Services/Menu

- *Non-Profit \$100 Tax ID# (*please provide a copy of Tax ID Form) Food Truck \$225 Commercial \$250
 Festival Style Food Booth Vendor \$300 Arts & Crafts \$150

Application Deadline: March 1, 2019

Please Make Checks Payable to: **Delray Beach Firefighters & Paramedics Benevolent Fund**

Waiver

NOTICE: This permit contains a release indemnity and waiver of liability and when signed is a contract with legal consequences. Please read it carefully before signing your name.

TO CITY OF DELRAY BEACH and Delray Beach Firefighters and Paramedics Benevolent Fund, Inc.: In consideration of the opportunities afforded to me and/or my group by this Permit, I, the undersigned participant, freely agree to and make the following contractual representations and agreements:

I, the undersigned, do hereby knowingly, freely, and voluntarily assume all risk and liability for any damage or injury that may occur as a result of my and/or my group's use of the park facility identified herein during the time period I and/or my group are using same and further agree to release, waive, discharge, and covenant not to sue the City of Delray Beach, Delray Beach Firefighters and Paramedics Benevolent Fund, Inc, its officers, agents, employees, and volunteers (all for the purposes herein referred to as "Releasees") from any and all liability or claims that may be sustained by me directly or indirectly in connection with, or arising out of, my or my group's use of the park facility as described herein, whether caused in whole or in part by the negligence of the City of Delray Beach, Delray Beach Firefighters and Paramedics Benevolent Fund, Inc, or the Releasees.

I further agree to indemnify and hold the City of Delray Beach, Delray Beach Firefighters and Paramedics Benevolent Fund, Inc, its officers, employees, and agents harmless from and against any claim, demand, or cause of action or whatsoever kind or nature, including attorney's fees, costs, and expenses, resulting from losses sustained by third parties arising out of actions or alleged actions in connection with this Permit.

I agree that I have read this form, fully understand its terms, and understand that I, or anyone who may claim to have rights on my behalf, have given up substantial rights by signing it and have signed it freely and without any inducement or assurance of any nature and intend it to be a complete and unconditional release of any and all liability to the greatest extent allowed by law and agree that, if any portion of this contract is held to be invalid, the balance notwithstanding shall continue in full legal force and effect.

NOTICE: This document is deemed a public record under the laws of the State of Florida and can be inspected by anyone, including vendors and caterers, who may solicit business from this record.

Signature Date

Delray Beach St. Patrick's Day Festival 2019 Rules & Regulations

Read and Initial

_____ Please provide your own tables and chairs.

_____ Set up time March 15th, 2019 from 8:00 am to 5:00 pm

_____ Break down time March 16th, 2019 from 6:00 pm to 11:00 pm

_____ If you run out of product you must indicate so with a sign, you may not break down and leave early.

_____ Please bring your own dolly or hand truck. You will not be able to drive up to your space. (Not applicable to Food Trucks)

_____ Interactive activities are encouraged (games, demonstrations, crafts, etc.).

_____ Shade is limited. Please weigh down tents with buckets of sand or water container, NO SPIKES.

_____ If you need electric, please provide your own extension cord. Advise of need in application.

_____ Booth spaces are 10'x10'. Activities must be limited to assigned space.

_____ Because of limited space, assignments are done on a first-come-first-serve basis.

_____ At various times, the City of Delray Beach videotapes & photographs events to be submitted to the local media, and other publications. By participating in the Delray Beach St. Patrick's Day Festival, I/we hereby authorize the City of Delray Beach to reproduce, copy, exhibit, publish, broadcast or distribute any and all such tapes or photographs.

_____ All vendor applications will be reviewed to ensure your product or service is the right fit for each event. We will limit the number of vendors selling similar items. Applications are subject to written acceptance by the St. Patrick's Day Festival Event Coordinator.

_____ No subcontracting on this Permit or any other permit associated with the rental/special event is allowed without written permission from park management.

_____ The Special Event Supervisor reserves the right to remove or prohibit any exhibit, which, in his/her opinion is not suitable for the festival. Prohibited are: 1. Burning (open fires, candles, incense, etc.) 2. Alcoholic beverages sold or consumed. 3. Excessive noise, as determined by designated staff.

_____ No refunds will be given if the Delray Beach St. Patrick's Day Festival is canceled due to weather or circumstances beyond the control of sponsor(s). The City of Delray Beach and The Delray Beach Firefighters Benevolent Fund shall not be held liable for loss or damage suffered as a result of any delay, interruption, or failure in performance, to include loss of facility and/or equipment use, under this Park Permit, resulting directly or indirectly from natural disasters or unforeseen circumstances. This also includes any action taken by any agency with jurisdiction in this park and/or activity, including but not limited to municipal, state, and/or federal agency, etc.

_____ **LIABILITY INSURANCE:** A Liability Insurance Policy shall be provided with minimum limits of Two Hundred Fifty Thousand Dollars (\$250,000) per occurrence combined single limit for bodily injury liability and property damage liability and shall contain minimum limits of Three Hundred Thousand Dollars (\$300,000) per aggregate. Said insurance policy shall specifically protect the City of Delray Beach and Delray Beach Firefighters and Paramedics Benevolent Fund, Inc by naming both the City of Delray Beach and Delray Beach Firefighters and Paramedics Benevolent Fund, Inc as an additional insured under the Liability Policy as well as on any Excess Liability Policy coverage. **The official title of the certificate holder is City of Delray Beach, 100 NW 1st Ave., Delray Beach, FL 33444.** This official title shall be used in all insurance documentation.