



# Puerto Rican Parade of Fairfield County, Inc.

## Board of Directors

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Keyla Medina

April 2024

Dear Sir / Madam:

The Puerto Rican Parade of Fairfield County, Inc. will be celebrating its 31ST annual parade and festival in the City of Bridgeport, Connecticut on Sunday, July 14, 2024.. It gives us great pleasure to invite your organization and/or business to participate in our festival as a vendor.

Enclosed are the following forms:

1. 2024 PRPFC Festival Vendor Terms and Contract Agreement
2. 2024 PRPFC Waiver of Liability
3. City of Bridgeport, Bridgeport Police Department – Vendor's Permit Application (must be submitted with (2) passport pictures) Fee: \$100.00

The PRPFC forms are to be read, signed, and returned by **Friday, June 10, 2024**.

**PLEASE NOTE: There will be no exceptions and no refunds of monies paid.**

### **BRIDGEPORT POLICE DEPARTMENT**

Permit Department  
300 Congress Street, Bridgeport, CT 06604

203 581-5263 or 5264  
Tuesday, Wednesday & Thursday  
9:00 AM - 2:00 PM

### **CITY OF BRIDGEPORT HEALTH DEPARTMENT**

Margaret Morton Government Center  
999 Broad Street, Bridgeport, CT 06601  
Contact: Jennifer Jimenez  
203 576-7474  
Monday – Friday  
9:00 AM - 5:00 PM

### **For additional questions and/or concerns contact:**

Milta Feliciano at 203-685-2932 prpfc2023@gmail.com  
PRPFC, Inc. President

**Puerto Rican Parade of Fairfield County, Inc., P.O. Box 447, Bridgeport, CT 06601-0447**



# *Puerto Rican Parade of Fairfield County, Inc.*

## **2022 Festival Vendor Terms and Contract Agreement**

Food Vendor Truck - \$250.00 x ____	\$	\$
Variety Non-Food Booth - \$300.00 x ____	\$	\$
Novelties Pushcart - \$200.00 x ____	\$	\$
Ice Cream Pushcart - \$200.00 x ____	\$	\$
Non profit table at festival - 50.00		
For profit business table: \$200.00		
	Balance	\$
Total Paid _____ Date Paid _____		\$

- Vendors are to provide their own tables, tents, structures, and goods.
- A signed contract agreement with a **\$200.00** deposit is required no later than **Friday, June 10, 2024**. Deposit after the 10<sup>th</sup> of June will include a \$25.00 late charge fee.
- **The selling of beer, liquor or any alcohol is strictly prohibited!** Violator (s) will forfeit all rights to participate at the PRPFC festival. The Bridgeport Police will escort the violator (s) off the premises and he/she or they will incur a fine of up to **but not limited to \$2,000.00** and merchandise will be cleared immediately.
- Vendors are to stop selling and start breaking down no later than 6:30 pm. Failure to comply may result in a fine imposed by the Bridgeport Police Department.

### **THERE WILL BE NO EXCEPTIONS AND NO REFUND FOR NON-COMPLIANCE**

**BUSINESS NAME:** \_\_\_\_\_

**REPRESENTATIVE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE#:** \_\_\_\_\_ **CELL#:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

By signing this contract agreement, you are committing to the rules and regulations of the PRPFC Inc. and paid total amount in full.

\_\_\_\_\_  
**VENDORS SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**FESTIVAL COORDINATOR**

\_\_\_\_\_  
**DATE**

**Cashier's Check are made payable to PRPFC Inc. and mailed to:**  
Puerto Rican Parade of Fairfield County, Inc. P. O. Box 447, Bridgeport, CT 06601-0447

**Visit PRPFC.org for forms, additional details and/or contact**  
Milta Feliciano 203-685-2932 prpfc2023@gmail.com



## *Puerto Rican Parade of Fairfield County, Inc.*

### **2024 WAIVER OF LIABILITY**

In consideration of this participation opportunity in the 2024 Puerto Rican Parade of Fairfield County, Inc. the organization, company, business or group, I as a representative hereby waive any right or case of action arising as a result of our organization, company, and or business participation in said parade from which any liability may arise against the Puerto Rican Parade of Fairfield County, Inc. or any of the members of the Board of Directors, trustees, honorary board of Trustee or any individual providing leadership in connection with such said parade. I hereby declare that the organization, company and/or business assumes all responsibilities for any liabilities that may arise during our participation of parade events, without limiting the generality of the foregoing, I/We agree that this waiver shall include any rights or causes of action resulting from personal injury to members of our organization or property damages sustained in connection to our participation in the parade.

This waiver executed on the 14<sup>th</sup> day of July 2024

Participant's Name: \_\_\_\_\_

Signature of Representative: \_\_\_\_\_

Name of Witness: \_\_\_\_\_

Signature of Witness: \_\_\_\_\_

Name of Parade Official: \_\_\_\_\_

Signature of Parade Official: \_\_\_\_\_

### **MANDATORY WAIVER**

**If waiver is not signed, participation will not be granted**

Puerto Rican Parade of Fairfield County, Inc., P. O. Box 447, Bridgeport, CT 06601-0447  
[www.prpfc.org](http://www.prpfc.org)

# Puerto Rican Parade of Fairfield County, INC.

*“The Power and Pride of Our Voices”  
“El Poder y Orgullo de Nuestras Vozes”*



**2021-2022  
BOARD OF DIRECTORS**

**Efrain “Frankie” Colón  
PRESIDENT**

**Lissette Valle  
1<sup>ST</sup> VICE PRESIDENT**

**Alba-Nydia Lugo  
SECRETARY**

**Yezenia Molina  
TREASURER**

**Florentino Rodriguez Jr.  
SARGEANT OF ARMS**

Dear Community Partner:

This year marks the 31<sup>st</sup> anniversary of the Puerto Rican Parade of Fairfield County (PRPFC). Established in 1993, the PRPFC has spent almost three decades proudly promoting and preserving Puerto Rican culture, heritage, and traditions in Southwestern Connecticut. As we embark on our 29<sup>TH</sup> annual parade this July, we turn to you, our valued community partners to help us make it the best one yet.

It is through the sponsorship of partners like yourself that the PRPFC has become the largest and most successful parade events in Connecticut. The parade is but one of the many events that the PRPFC hosts with the aim of empowering the Puerto Rican community through the promotion of economic development, education, and social advancement while celebrating our culture. Over our 29-year history we have provided over \$65,000 in post-secondary scholarships to our pageant participants, hosted countless senior socials, sponsored food drives, and built a strong network of resources for our Puerto Rican and Latino community. To continue our work, we kindly ask that you consider sponsoring the PRPFC so that our 29<sup>TH</sup> Annual Parade and Festival can continue to be a source of pride for our community. Sponsoring the PRPFC is easy. There are several levels designed to fit every budget. Starting at \$10,000 or higher and going as low as \$250, your support ensures that the next generation of Puerto Rican young people in our community will be able to learn and appreciate Puerto Rican culture for many more years to come. To learn more about what each level of sponsorship offers, please see the enclosed Sponsor Information Sheet.

If you would like more information on the sponsorship opportunities or to create a sponsorship package that better fits your needs, please contact me. We look forward to working with you to build upon our successes over the last 31 years and produce a parade and festival that our over 75,000 attendees *from* around New England and the Tri-State area have come to expect.

Sincerely

Milta Feliciano  
President

**P.O. Box 447, Bridgeport, CT 06601-0447**



# Police Department Permit



## Bridgeport Police Department Instructions for Vendor Permit

All applicants will need:

- Two (2) passport size color photos  
(They must be pictures from CVS or Walgreens. Paper photos or photos that are not the same will not be accepted.)
- Liability Insurance  
\$75,000 for general vending  
\$300,000 for vending when using a motor vehicle
- Connecticut State Tax ID Number  
To obtain a tax ID number call (203) 336-7890
- If you are vending food of any kind, a Health License must be obtained  
To obtain a Health License call (203) 576-8250
- If any flammable substance is used during vending, an inspection from the Fire Department is required  
To obtain a fire inspection call (203) 576-8013
- Each vendor must complete the "Hold the City of Bridgeport Harmless" form.
- If you are using a motor vehicle while vending, you must provide all registration and vehicle insurance information.
- The application must be completed fully, including merchandise to be sold.
- If there are assistants, they must complete the assistant form in full, including a "Hold the City of Bridgeport Harmless" form. There is a four (4) assistant limit.
- The fees for vending are as follows:  
  
\$100 Three (3) Day Special Event Permit  
\$140 Six (6) Month Permit  
\$35 Assistant Vendor Permit\*\*\*

**\*\*\*Assistant vendor must be working with primary vendor at all times\*\*\***

**BANK CHECK OR MONEY ORDERS ACCEPTED, PAYABLE TO THE "CITY OF BRIDGEPORT"**

**PERMITS NEED TO BE TURNED INTO THE PERMIT OFFICE (2) WEEKS BEFORE EVENT FOR PROCESSING. THERE WILL BE NO EXCEPTIONS.**

Permit Office is open Tuesday, Wednesday, and Thursday from 9 a.m. - 2 p.m.  
Telephone #: (203) 581-5263 Fax #: (203) 394-6967



# Bridgeport Police Department Vendor Permit Application

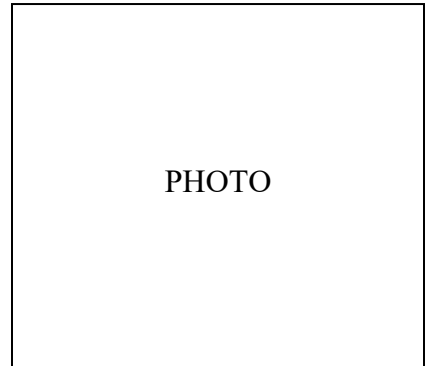
Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Telephone: \_\_\_\_\_



Full Name of Business: \_\_\_\_\_

Type of merchandise to be sold: \_\_\_\_\_

State of Connecticut Tax ID Number: \_\_\_\_\_

Name of Insurance Company: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Have you ever had a Vendor Permit revoked or suspended? Yes \_\_\_\_\_ No \_\_\_\_\_

Is a motor vehicle used in vending? Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PERMIT #: \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

TYPE OF EVENT: (check one) SPECIAL EVENT \_\_\_\_\_ SEMI-ANNUAL \_\_\_\_\_

VALID FROM: \_\_\_\_\_ TO \_\_\_\_\_

FEE COLLECTED: \_\_\_\_\_





## Bridgeport Police Department

### Hold the City of Bridgeport Harmless Form

The undersigned, who has applied for a Vendor's License, either as a principal or agent, agrees to indemnify and hold harmless the City of Bridgeport and its officers, employees, agents, and assignees from all claims, actions, injuries and damages of any kind and description that may accrue to or be suffered by any person by reason of or related to vending of goods, wares, merchandise or food by said applicant or the granting of a license to do so.

\_\_\_\_\_  
APPLICANT'S NAME

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
WITNESS



# Bridgeport Police Department Assistant Vendor Permit Application

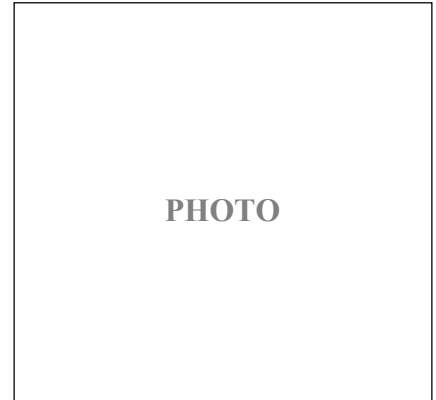
Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Telephone: \_\_\_\_\_



Primary Vendor Name: \_\_\_\_\_

Full Name of Business: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Permit# \_\_\_\_\_



## Bridgeport Police Department

### Hold the City of Bridgeport Harmless Form

The undersigned, who has applied for a Vendor's License, either as a principal or agent, agrees to indemnify and hold harmless the City of Bridgeport and its officers, employees, agents, and assignees from all claims, actions, injuries and damages of any kind and description that may accrue to or be suffered by any person by reason of or related to vending of goods, wares, merchandise or food by said applicant or the granting of a license to do so.

\_\_\_\_\_  
APPLICANT'S NAME

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
WITNESS