



# Key West Promotions

Tours \* Events

P.O. Box 305 Key West, FL 33041

## 2019 ARTS & CRAFTS VENDORS REGISTRATION

### 23rd ANNUAL KEY WEST LOBSTERFEST STREET FAIR SATURDAY, AUGUST 10<sup>TH</sup>, 2019 NOON – 11PM (One Day Only)

**Booth Setup:** 10am (Street Fair Opens at noon)  
**Booth Breakdown:** 11pm (You must be packed up and off the street by midnight)

Booth locations will be assigned by Show Manager and posted on the vendor page of website [www.keywestlobsterfest.com](http://www.keywestlobsterfest.com). You will receive email notification when your application has been processed. Booths are assigned on a first come first served basis when all applications have been received.

NAME OF BUSINESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TEL#: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

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

CITY/STATE/ZIP: \_\_\_\_\_

NUMBER OF 10'x10' BOOTHS: \_\_\_\_\_ @ \$250each (Additional \$15 per booth processing fee for credit card payments)

TYPE OF CRAFT (CHECK ALL THAT APPLY): \*No food items without prior approval

- Batik     Ceramic     Clothing     Glass     Handmade Jewelry     Leather
- Music     Paintings     Pottery     Stained Glass     Weaving     Wood Carvings

OTHER  \_\_\_\_\_ (Please be Specific)

Please mail completed application, signed release agreement & payment to:

Key West Promotions Inc. P.O. Box 305, Key West, FL 33041

**\*\*No Applications will be accepted via email\*\***

**DEADLINE FOR APPLICATIONS IS JULY 1, 2019 (if space is still available)**

**FOR COMMITTEE USE ONLY**

**DATE PAID:** \_\_\_\_\_ **CHECK #:** \_\_\_\_\_ **CREDIT CARD EMAIL:** \_\_\_\_\_ **BOOTH ASSIGNMENT:** \_\_\_\_\_

## SHOW RULES & RELEASE AGREEMENT FORM

Exhibitors are responsible for their own set-ups and tables for their 10 foot space. Canopies or umbrellas are permitted, but must not extend beyond the table or create a hazard for pedestrians. Merchandise must not extend beyond the outside of the booth. Electric is not provided, nor is it available on Duval Street. Exhibitors may bring their own generator as long as it fits within the 10' x 10' space. **No loud generators will be permitted.**

**Cancellation Policy:** Key West Lobsterfest is held rain or shine. Cancellations are permitted until 45 days prior to the event. No last minute cancellations/refunds will be permitted. Any cancellations/no shows after the deadline will not be refunded.

**Payment:** Payment for vendor space may be made via check, money order or credit card. All returned checks for payment will be subject to a \$20 service fee. Receipt of application and payment does NOT guarantee vendor space. If booth space is sold out, your application and payment will be returned.

**Move in:** All vehicles will travel Southbound only on Duval Street for move in. Vendors located in the 100 and 200 blocks of Duval Street designated as "A" or "B" and a number will enter from Front Street. Vendors located in the 300 or "C" block of Duval Street will enter from Caroline Street.

**Set Up/Break down:** Duval Street will be closed for Lobsterfest by 10:00am. No booths will be set up before the streets have been closed by public works. This includes unloading your items on the sidewalks or blocking the street with your vehicle. If you are observed setting up your booth before the streets have been closed you may be ticketed by the Key West Police Department. All vendors/restaurants will begin breaking down their booths at 10:30pm. Each vendor is responsible for allotting a reasonable amount of time for break down. You know how long it takes to complete this process so please allow for additional time if you have a lot of merchandise to wrap or pack. If your booth is not broken down by the designated time you will not be permitted to participate in future shows and may be subject to fines by Key West Police. Duval Street must be re-opened by 11:45pm. There are no exceptions!

## Entrant Release Agreement

In consideration of the sponsorship of the 2019 Lobsterfest and all its attendant activities (the "Event"), I, the undersigned, on behalf of myself and all my employees and/or volunteers participating in the Lobsterfest Street Fair do hereby release and forever discharge Key West Promotions, Inc., Keys Productions, Inc. and the City of Key West and their respective officers, directors, agents and employees (collectively, the "Sponsors"), from any and all liability, claims, demands, obligations, expenses, actions and causes of actions whatsoever against the Sponsors arising out of or relating in any way to property damage, personal injury, including death, that may be sustained by the undersigned and/or employees and/or volunteers in the Event. The undersigned, being fully aware of the risks and hazards inherent in participating in the Event, hereby elects voluntarily to engage in such activities. The undersigned hereby voluntarily assumes all risk of loss, damage or injury, including death that may be sustained by the undersigned and/or employees and/or volunteers in the Event. This release shall be binding upon all distributees, heirs, next of kin, personal representatives, executors and administrators of the undersigned. The undersigned also acknowledges the fact that the Sponsors may publish photographs of the Event to be used in connection with the promotion and advertising of Sponsor brands for future events. The undersigned hereby grants to the Sponsor the right to use his/her likeness in photographs or on film or video tape in the above promotional and advertising materials and may be exhibited without limitation or liability. This release agreement shall extend to claims, demands and cause of action whatsoever arising wholly or in part from any act or omission of the Sponsor, their officers, directors, agents and employees or any one or more of them.

Your signed application constitutes a written agreement to abide by all Street Fair Rules. Failure to comply with street fair regulations or instructions from Event Staff, City Officials or Key West Police may result in removal from the street fair. We reserve the right to reject or accept vendors at our sole discretion.

Participant printed name: \_\_\_\_\_

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

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***Applications will not be considered without the above signed waiver and payment in full.***

# Authorization for Credit Card Use

To Pay by Credit Card, PRINT AND COMPLETE THIS AUTHORIZATION AND RETURN via mail. We must have original signature on file to process.  
All information will remain confidential

Name on Card: \_\_\_\_\_

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

Credit Card Type: \_\_\_\_\_ Visa \_\_\_\_\_ Mastercard \_\_\_\_\_ Discover \_\_\_\_\_ AmEx

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Card Identification Number: \_\_\_\_\_ (last 3 digits located on the back of the credit card, 4 digits for AMEX)

Amount to Charge: \$ \_\_\_\_\_ (USD) **\$250.00 per each 10' x10' space plus \$15 processing fee**

I authorize **Key West Promotions Inc** to charge the amount listed above to the credit card provided herein. I agree to pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder – Please Sign and Date

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

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

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

**Return all three completed and signed forms to the following:**

Key West Promotions  
P.O. Box 305  
Key West, Florida, 33041