

# Third Annual Fernandina Beach Hispanic Heritage Food Festival

## Saturday October 12, 2024

Please fill out and send check or money order payable to FFSP, P O Box 1 Fernandina Beach, FL 32035  
Questions: Call Waldemar Borrero, 904 699 7468

### Food Truck / Vendor Application

Entry Fee: \$125.00 – per 10ft frontage booth space (minimum), Food Truck \$200.00

Application Deadline: Friday, August 10, 2024

Vendor Set Up: October 12, 2024 @ 9:00am / Break down at 9:00 PM

Fields marked with an \* are required

First Name \* \_\_\_\_\_ Last Name \* \_\_\_\_\_

Address \* \_\_\_\_\_

City \* \_\_\_\_\_ State \* \_\_\_\_\_ Zip \* \_\_\_\_\_

Email \* \_\_\_\_\_ Phone \* \_\_\_\_\_

Name of Business \* \_\_\_\_\_

Items to be Sold/Menu \* \_\_\_\_\_

How many 10ft frontage booth spaces will you need? \* \_\_\_\_\_

In submitting your application, please read and check the box at the end to indicate your acceptance of the following rules:

Must pay for minimum space of 10 ft all applications will be approved by the food committee. Any booth larger than 10 ft. will be charged a prorated fee per foot.

You must keep the area around your position free of litter.

You must clean the area around your position at closing.

You must properly dispose of grease.

You must ensure that the paved area around your position is grease free.

You must only operate during Festival hours-this will be strictly monitored

You must SET UP and TAKE DOWN at your designated time.

You may sell ONLY the items accepted by the Food Vendor Committee, who will notify you of your accepted menu.

No Imitation Ingredients Allowed. You will be closed down if such ingredients present at your menu, and you will forfeit your entire paid amount.

You must accept the location assigned to you by the committee.

You must cooperate with all matters related to the electrical and plumbing connections of your unit. You are responsible for payment of any services rendered by the electrician on duty.

You must adequately muffle any generator that your food service unit may be equipped with.

You may not use any public-address system or musical amplifiers.

You must provide a fire extinguisher in your unit.

You must provide tip to toe length of your unit on the sheet which follows.

You must pay all fees when applying.

The Hispanic Heritage Food Festival Committee reserves the right to close any vendor who does not comply with all Festival rules to the satisfaction of the Friends of Hispanic Heritage- All Decisions by Food Committee is FINAL!

Vendors shall conduct business only within the confines of their space. No Walking down food row in front of other booths with signs or pulling people out of other vendors lines. Confines means inside of your booth space and footage directly in front of your booth! Strictly Enforced!

Menu of all items for sale along with prices must be visible to the public.

All applicable electrical, fire and health department regulations and all city, county, state and federal laws must be complied with.

initial\_\_\_\_\_

Your Booth Space will NOT be reserved until the enclosed application, full payment and list of menu items to be sold are received and approved by the Friends of Hispanic Heritage Committee. DEADLINE FOR RECEIPT OF APPLICATIONS IS Friday, September 23, 2023

Only products with prior approval will be allowed for sale at festival. Any changes or additions MUST be approved in advance by the committee. No Exceptions allowed!

We will email you notification or Phone you of acceptance or denial. Acceptance is not implied upon application being received. You will be contacted by mail or by phone after application is received.

BOOTH APPEARANCE IS EXTREMELY IMPORTANT!! Exhibitor must furnish their OWN canopy, tables, chairs, trash receptacles, etc. The more attractive your booth, the better you will sell. BE PREPARED FOR RAIN OR SHINE, as the show will go on! \*\*Must make sure all booths are secured down. The Festival board is not responsible for missing or broken items.\*\*

Cancellation deadline is August 10th by 5:00pm. Any cancellations after this date will be non-refundable. The Friends of Hispanic Heritage Vendor Committee reserves the right to: review and compare items sold with items listed on this Application has removed for sale any items not approved in advance or found to be re-sale items. Vendors not complying with this rule will be subject to removal from the Festival without refund of their fees. Absolutely NO projectiles, silly string, Poop bombs, fireworks/firecrackers or rubber band operated toys shall be sold by any vendor!!

No Vendors may sell outside of festival grounds.

NO PETS!

The Festival reserves the right to deny applications at our sole and exclusive discretion.

I understand and agree with the rules and regulations that are set forth in this application, and I understand and agree that the Friends of Hispanic Heritage Committee are not responsible in any way for damage, loss or theft. I agree to indemnify The Friends of Fernandina Skate Park, from and against all claims, demands, costs, or judgements, even if such claims, demand, costs or judgement result from the negligence of the FFSP.

I hereby submit my signed application for the . I understand that my failure to follow all rules to the satisfaction of the Fernandina Beach Hispanic Heritage Food Festival committee may result in the loss of one or both of my deposits and/or the closing of my booth.

signature\_\_\_\_\_ date\_\_\_\_\_

The purpose of the following guidelines is to familiarize vendors with information about general fire safety regulations that are enforced by the Fernandina Beach Fire Department. This department is committed to promoting public safety and assisting all parties involved to provide a level of service that will ensure a safe and successful event.

#### Booth/Tent/Membrane Structures

1. All fabrics or membranes covering a tent or booth must be certified flame retardant.
2. Tents that are 10x10 or smaller, are not required to have flame retardant certification but cooking is not permitted under this size tent.
3. Flooring material used within a cooking booth and under cooking equipment (if any), should be non-combustible or fire-retardant treated. EXCEPTION: 3/8" plywood or similar material. Each cooking booth should have at least one exit way, maintaining a clear and unobstructed path out and away from the cooking booth area.
4. Cooking booths should have a minimum clearance of 10 feet on at least two sides, with clearance of at least 10 feet from any vendor booth. Cooking should not take place within booths occupied by the public.
5. Smoking shall not be permitted in or around ANY booth or tent.
6. Cooking booths and vendor booths should not block fire department access roads, fire lanes, fire hydrants, FDC's, or other fire protection devices and equipment.

#### Cooking Equipment

1. All interior cooking equipment should be of an approved type and open flame cooking should be a minimum of 18 inches from booth back or side drop materials.
2. Cooking area should not be accessible by the general public.
3. Separation should be maintained with a minimum of 3 feet clearance between deep fat frying and flambé or open flame cooking.
4. Propane equipment should conform to the following:
  - a. Cooking appliances must have an on-off valve and located far enough away to be safely shut off in case of fire. Shut-off valves must be provided at each fuel source.
  - b. Hoses must be of type approved for use with the equipment and fuel type.
  - c. Tank must be protected from damage and secured in an upright position.
  - d. No storage of extra propane tanks is allowed in the booth.
  - e. Booth operator should test all connections for leaks with a soap and water solution prior to use.
  - f. Unused fuel cylinders should be stored in a secured position.

#### Heating Devices: Fired and Electric Heaters

Please provide equipment manufacturer specifications to the Fire Marshal for approval prior to the event.

#### Fired Heaters

1. Only labeled heating devices, indicating the manufacturers compliance with appropriate standards for the intended use, will be permitted.
2. Fuel-fired heaters and their installation need to be approved by the Fire Marshal prior to use.
3. Containers for liquefied petroleum gases should be installed not less than 60 in. from any tent and be in accordance with the provisions of NFPA 58, the Liquefied Petroleum Gas Code.
4. Tanks should be secured in the upright position and protected from vehicular traffic.

5. Manufacturers specifications should be followed for determining the minimum clearances from the heater to nearby combustibles.

Example: Clearance to Combustibles Top – 30"; Front – 24"; Sides – 6"; Rear – 0";

#### Electric Heaters

1. Only labeled heating devices, indicating the manufacturers compliance with appropriate standards for the intended use, will be permitted.
2. Heaters used inside a tent need to be approved by the Fire Marshal prior to use.
3. Heaters should be connected to electricity by electric cable that is suitable for outside use and is of sufficient size to handle the electrical load.
4. Manufacturers specifications should be followed for determining the minimum clearances from the heater to nearby combustibles.

Example: Clearance to Combustibles Top – 30"; Front – 24"; Sides – 6"; Rear – 0";

#### Electrical Power & Generators

1. Generators should be placed in approved locations for event/festival use. Generators should be isolated from contact with the public by either physical guards, fencing, or an enclosure.
2. Refueling of generators is prohibited during event hours and should only be conducted when not in use. Fuel tanks should be of adequate capacity to permit uninterrupted operation during normal operating hours. No extra fuel should be stored in booths during event hours.
3. During approved refueling times, no smoking or open flames are allowed within 25 feet of the refueling operation.
4. Extension cords should be of a grounded type and approved for exterior use.
5. The electrical system and equipment should be isolated from the public by proper elevation or guarding, and all electrical fuses and switches should be enclosed in approved enclosures. Cables on the ground in areas traversed by the public should be in trenches or protected by approved covers.

#### Fire Extinguishers

1. Each cooking booth should be equipped with a fire extinguisher with a minimum rating of 2A:10BC. Booths with deep fat frying or flambé cooking should be equipped with an extinguisher rated for Class "K" fires.
2. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of 2A:10BC should not exceed 75 feet.
3. Fire extinguishers in cooking booths should be mounted adjacent to the exit and must be visible and accessible.
4. Fire extinguishers should be properly maintained and serviced.
5. Each generator should be provided with a fire extinguisher. The extinguisher should always be located near the generator and accessible.

If you have any questions, you may contact the Office of the Fire Marshal at (904) 277-7331. Thank you for your cooperation and I hope you have an exciting and safe event.

Sincerely,

Jason Higginbotham

Deputy Chief/Fire Marshall