



The Caribbean-American National Development Organization, Inc.
 5404 Hoover Boulevard, Suite #3
 Tampa, FL 33634
 P: 813 774-5855 F: 813-792-0525
www.wicando.org | info@wicando.org
 A 501 (c) 3 Non-Profit Organization

Dear Vendor,

The Caribbean American National Development Organization (CANDO), Inc. is a 501(c) (3) non-profit organization founded in November 2009. Our vision is to deliver a functioning, self-sustaining Caribbean Economic Development and Cultural Center of the highest standards.

The month of June is recognized as National Caribbean Heritage Month and is celebrated in major cities across the United States. In the Greater Tampa Bay, CANDO is hosting - for the 9th consecutive year:

The 9th annual TAMPA BAY CARIBBEAN HERITAGE FESTIVAL

WHEN: Saturday, June 1ST, 2019 - 4pm – 8pm

WHERE: University Park @ 14013 N 22nd St., Tampa, FL 33613 – PARKING IS FREE!

ENTRY: \$15 Per person – Kids 15 and under are FREE!

The purpose of this event is to promote cultural activities, recognize and encourage the diverse cultures within the Greater Tampa Bay Caribbean American community. This fun festival will be open air, with Artists, Live Bands, DJ's, Arts & Crafts, and Ethnic Foods for the entire family.

It is with pleasure that we extend to you an invitation to participate at this event. This is a wonderful opportunity for your business to gain exposure, support your community, and access to the Caribbean community.

As a prospective Vendor, please note, there are limited numbers of Corporate, Food, and Arts & Crafts vendors for each vendor category. In order to participate as a Vendor, we've enclosed the Concessionaire Rules and Concessionaire Agreement for your review.

To guarantee your participation as a Vendor for this event, please ensure the Concessionaire Rules, Agreement and Vendor fee are provided to CANDO by **May 24, 2019**.

How to pay Vendor Fees	
<u>Online</u> Via the following link: http://bit.ly/2019TampaCAHF	<u>Via Mail</u> We accept: Bank drafts and Money Orders – payable to CANDO, Inc. Mail to: CANDO, Inc., 5404 Hoover Blvd., Suite #3, Tampa, FL. 33634. Personal or company checks will not be accepted.

We thank you in advance for your support and look forward to seeing your business grow with your community!

Enclosure: Vendor Package

Commented [JR1]: What will be the new date?

Commented [JR2]: Confirm – recommend update. Why are personal or company checks not accepted -if either fail – fees can be charged to vendor, and vendor will not be allowed to proceed.



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CONCESSION RULES

The concession agreement is based on the attached application and set of Rules. This concession agreement is between: CANDO, Inc. ("Host") and _____, (Vendor). It is established that Vendor will participate in the **2019 Tampa Bay Caribbean Heritage Month Festival & Fund Raiser Event at The University Area Community Development Center 14013 North 22nd Street, Tampa, Florida 33613 on June 1, 2019**. Vendor agrees to adhere to the following rules as terms of this agreement. It is the responsibility of the vendor to maintain proper license, permits, and insurance; copies of such made available to the Host upon request.

1. Gates will be opened for SET UP, Saturday June 1st at 10:00 am. We expect all Vendors to arrive and complete set-up no later than 2:30pm.
2. Failure on the Vendor's part, to abide and cooperate during the event will result in the immediate ejection from the Park; with the understanding that there will be **NO REFUND**.
3. Vendor's concession area is to be set-up and staffed, 30 minutes before the gates open at 2:00 pm.
4. All vehicles will be directed by Security on where to park, prior to the scheduled opening or will be removed from the Park. No exceptions.
5. Vendor agrees to meet all financial obligations to CANDO, Inc **prior** to set-up in the park.
6. Vendors will be provided with 1 table and 2 chairs.
7. Vendor will be provided with standard tent space of 10x10 with electricity (110) and water access.
8. Vendor will provide their **own** equipment and fixtures needed to facilitate their concession. No stakes of any kind will be permitted to stabilize the tents or penetrate concrete deck.
9. Vendor shall operate their concession in a safe, orderly, and sanitary manner and in accordance to local and state regulations.
10. No pets allowed in the park - leashed, caged, or otherwise, with the exception of service animals
11. All business, marketing, and sales must be conducted within the contracted tent/concession area.
12. No loud or amplified music allowed from any Vendor's tent or area; no exceptions.
13. Tent signage can only pertain to the concession's service or product approved in the application.
14. Vendor's sale items are limited to the approved items in the application.
15. No abusive, profane, obscene, or threatening acts or conduct will be allowed by any vendor.
16. All vendors are responsible for the disposal of their waste. Any vendor caught disposing their waste outside of the proper trash receptacles will be ejected. Washing of pots, pans, grills, etc. in or near storm water drains will also be ejected, and possible fine by the city/county.
17. Food vendors cooking on the premises must have a working Fire extinguisher.
18. Vendor must post license in an inconspicuous area of the tent during the event.
19. Vendors are prohibited from selling Beer, Wines or other alcoholic beverages, except for CANDO, Inc.
20. Breakdown and removal of equipment, fixtures, and tents must be completed **by 10:00 pm**, Saturday June 1st, 2019.

Commented [JR3]: Confirm time with Planning team – event is ending 1 hour earlier in 2019.



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CONCESSIONAIRE AGREEMENT

- This application accompanies the Concession Rules. Please review these rules before completing this application.
- Vendor Types:

FOOD AND BEVERAGE	EXHIBITOR/NON-PROFIT	ARTS & CRAFT
\$100.00	\$50.00	\$75.00

- Vendor Information

Organization Name			
Featured Product			
Address			
Responsible Party			
Phone Number			
Fax Number			
Email			
Payment Method	Online	In Person	Mail
Date			

- Additional Needs

Vendor's signature below constitutes the understanding, acceptance and agreement to abide by the enclosed rules. I further acknowledge that CANDO, Inc. will only guarantee vendor spaces are secured by the receipt of Concession Agreements and Vendor Fees paid in full and received timely.

Date	Vendor Signature	Vendor Printed Name

Vendor Agreement can be scanned and emailed to: info@wicando.org, faxed to 813-792-0525, mailed to: 5404 Hoover Blvd., Suite #3, Tampa, FL 33634.



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Office Use:

Payment(s) Received	
Deposit	
Balance	
Notes	