

FOOD VENDOR APPLICATION



VENDOR INFORMATION

Vendor Business Name: _____

Owner / Manager Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Website: _____

Description of Service or Product: _____

BOOTH SIZES & FEES

Spaces are limited and will be approved on a First Come, First Paid basis.

Space Size:	Quantity:	Cost:	Total:
10'x10'	_____	\$250.00	_____
*Choose your zone: <small>**Please indicate desired zone on page 2. (Zoning map attached on page 5).</small>	_____	\$25.00	_____
Additional 10'x10' Space: <small>Add additional 10'x10' space(s) for just \$50.00 each. Subject to availability and organizers approval.</small>	_____	\$50.00	_____

*****Refundable Deposit: \$50.00**
 ***\$50.00 deposit is refundable at the **END** of the Festival.
 (See "Rules & Regulations" for details)

Total Enclosed: _____

Application Checklist

(Please check all that apply)

- Completed Application.
- Payment in full including deposit.
- Insurance - Listing City of Eustis as additionally insured (if required).
- 501(c)3 Certificate (if applicable).



Please direct any questions to: Events Department, City of Eustis 352-483-5491 or vendor@eustis.org

SPECIFIC REQUIREMENTS

Tent/Trailer Information: I have a: Tent Tent & Trailer Truck

Trailer/Truck Measurement: _____
(must include trailer tongue)

Trucks/Trailers: I sell out of the: Passenger Side Driver Side Rear

Electricity (please check one): I need a: 110 220/50 (limited) Other
(All vendors will receive **ONE** outlet per space. Additional outlets are available for \$20.00.)

Choose Your Zone: A B C D E F H G I

RULES & REGULATIONS

EVENT: **GEORGEFEST 2019**
LOCATION: **Ferran Park & Historic Downtown Eustis**
250 Ferran Park Dr, Eustis, FL 32726
DATES: February 22 - 24, 2019
TIMES: Friday (4:00 PM - 9:00 PM)
Saturday (10:00 AM - 10:00 PM)
Sunday (10:00 AM - 3:00 PM)
CONTACT: City of Eustis
352-483-5491
vendor@eustis.org
www.eustisgeorgefest.org

PAYMENT & DEADLINE: Payment in full by cash, check or credit card is due upon signing of this agreement. Vendor spaces are limited, and applications will be accepted on a first-paid basis. The total cost for a space is payable by cash, credit card or check to The City of Eustis. The final deadline for reservations and payment is Wednesday, February 13, 2019.

DEPOSIT: Each vendor will pay a \$50.00 deposit in addition to the vendor fee. This deposit may be refundable at the end of the festival. Every vendor is required to keep their booth setup and manned until approximately 3:00 PM Sunday. If you tear down your booth early or leave your space unmanned during the festival, you will forfeit your deposit. _____

(Initials)

SPACE: *Vendor displays must stay within designated square footage of space requested.* This includes display racks, tables, awnings, trailer tongue, tie downs, etc. You must bring your own tent and table with chairs. Booth assignments will be provided at check in. Space assignments will **NOT** be given out before check-in.

ELECTRICITY: All vendors will receive **ONE 20 AMP** outlet per space. Additional outlets are available for \$20.00. Please advise in advance the number of outlets needed when submitting application. A minimum 100 foot extension cord is required.

INSURANCE: All food vendors and vendors who sell the following must provide a certificate of insurance with the City of Eustis listed as an additionally insured: included but not limited to, power equipment, medical health products or services, prescription glasses, tattoos, piercings, facepainters, etc.



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RULES & REGULATIONS CONTINUED

PROHIBITED ITEMS: Excluding firearms and ammunition, vendors are prohibited from selling, exhibiting, displaying or promoting any type of merchandise or service that may have implicit or explicit content of violence or obscenity (visual or verbal). Excluding firearms and ammunition, no weapons may be displayed nor sold including but not limited to knives, pepper spray, swords, martial arts weapons, etc.

SAFETY: All food vendors shall have an approved fire extinguisher in their booth. Any tent over 120 square feet shall be labeled as fire-retardant. Fire extinguishers must be appropriate for the content of the exhibition space (proper A, B, C and/or K ratings). A fire inspection will be performed before the event opens.

SECURITY: Overnight security will be provided for Friday and Saturday nights, however, the City of Eustis is not responsible for any theft, vandalism, damage or loss of business caused by others.

RELEASE: I consent to be photographed, videotaped and/or otherwise recorded by the City of Eustis. I grant the right to use my likeness to publish, promote, distribute, modify or edit any recording that feature or include my likeness in any media.

WAIVER: I agree to waive any and all claims of any nature against the City of Eustis, its employees, successors and any volunteers, building owners and tenants.

CANCELLATIONS / REFUNDS: Cancellations **MUST** be received by January 18, 2019. Funds, including deposit, will not be refunded for cancellations made after January 18, 2019.

NON-PROFITS: Must include 501(c)3 with application in order to be eligible for non-profit rate.

All vendors will remain open during the official event hours. No vendors shall drive into the event without permission from the City of Eustis Police or Event Staff.

All vendors must comply with all State and Federal Laws, Statutes and Regulations.

Absolutely **NO** stakes allowed.

All vendors are responsible for disposing of their trash in the provided trash receptacles.

Vendors are **NOT** permitted to sell any alcoholic beverages (including, but not limited to) beer, wine or liquor without prior approval.

The City of Eustis has the right to close any exhibit immediately without refund and has the right to accept or deny vendor exhibits.

All sales belong to the vendor. Vendors are solely responsible for collecting and reporting applicable sales tax. All vendors agree to meet the regulations and to pay applicable fees to Florida Department of Business & Professional Regulation.

Vendors are legally and financially responsible for all damages to grounds or other property caused by themselves or their employees.

The City of Eustis does not provide access to water.



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RESERVATION INFORMATION

One week prior to the event, vendors will receive an email with information regarding check in for the event. Booth assignments will be provided upon arrival for check-in. Specific assignments will NOT be given out before check-in. Please see "Space" for details.

The undersigned:

- Agrees that he/she has read and understands the Rules & Regulations of the event and will comply with all the rules and regulations described.
- Understands that noncompliance may result in removal of the vendor.
- Certifies that he/she is the responsible person referred to in the rules and that he/she is authorized to execute on behalf of the business, and accept legal process on behalf of the business.
- Agrees to indemnify and hold harmless the City of Eustis and Lake Eustis Chamber of Commerce, building owners and tenants.
- Agrees to meet the regulations and to pay applicable fees to Florida DPBR the day of the event.

I, _____ (vendor), understand that I will not be allocated space until all of the specified documentation is on file in the office of the City of Eustis and all fees have been paid. I understand that my deposit is refundable upon meeting the requirements listed in the Rules and Regulations and that the remaining fees are non-refundable.

Signature _____

Date _____

PAYMENT INFORMATION

Check Number: _____ MC VISA DISCOVER EXP.(MO/YR): _____

Card Number (16 digits): _____ Security Code (3 digits): _____

Name as it appears on the card: _____

Signature: _____ Date: _____

MAKE CHECKS PAYABLE TO:

City of Eustis
Attn: Events Department
10 N. Grove St, Eustis, FL 32726
Email: vendor@eustis.org
P: 352-483-5491 F: 352-357-4177

INTERNAL USE ONLY

Date Application Received: _____ Payment Method: Cash Check Card Money Order

Payment Received On: _____ Insurance: Yes No

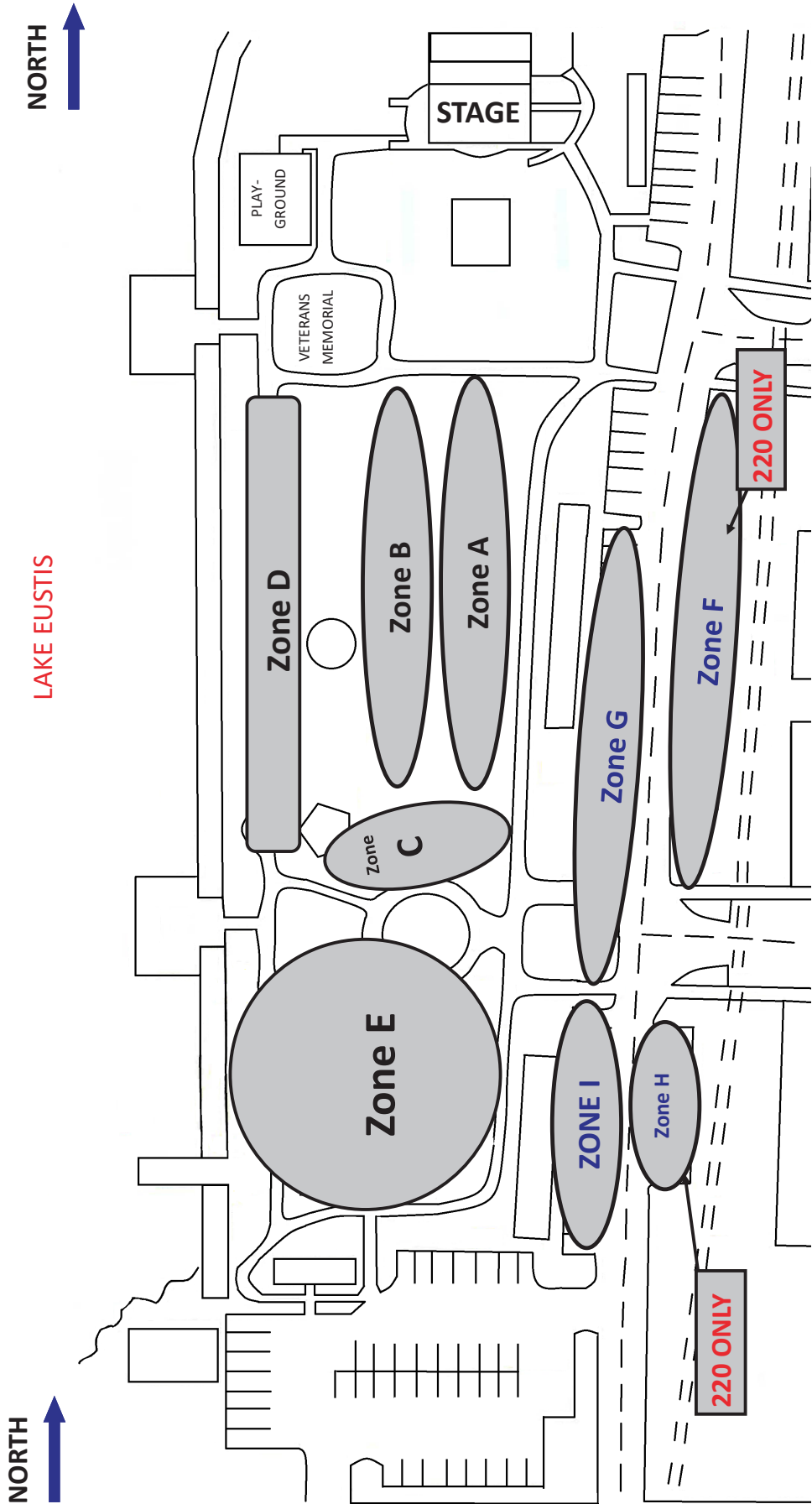
Application Approved On: _____ Application Approved By: _____

Choose Your Zone Request: _____



Please direct any questions to: Events Department, City of Eustis 352-483-5491 or vendor@eustis.org

CHOOSE YOUR ZONE MAP



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City of Eustis

Fire Department

100 West Norton Avenue • Eustis, Florida 32726 • (352) 357-6585

City of Eustis Fire Department Guidelines for Mobile/Temporary Food Vendors

This document is designed to give mobile/temporary food vendors a general idea of what the Eustis Fire Department is looking for during an inspection. There may be other requirements that may surface at the time of inspection. For information on specific requirements, refer to the Florida Fire Prevention Code and the City of Eustis Ordinances.

- All mobile/temporary food vendors shall have a portable fire extinguisher readily accessible (minimum 5lb 2A10BC)
- All mobile/temporary food vendors that produce grease laden vapors shall have a class K fire extinguisher readily accessible
- All fire extinguishers shall be serviced and inspected annually and properly tagged
- If a mobile/temporary vendor's cooking creates grease laden vapors it shall comply with NFPA 1: 50.2.1.9: Cooking equipment used in fixed, mobile, or temporary concessions, such as trucks, buses, trailers, pavilions, tents, or any form of roofed enclosure, shall comply with NFPA 96 or this chapter. [96:4.1.9]
- If the vendor produces any grease laden vapors (pan frying, deep-fat frying, using a griddle, etc.) a hood system complying with NFPA96 shall be installed
- All hood systems shall have a UL300 suppression system. If the hood currently meets NFPA17 standards, it shall be upgraded to a UL300 system when the existing system can no longer be serviced
- The suppression system shall be serviced and inspected every 6 months and properly tagged. **Inspection paperwork (two most recent semiannual reports) shall be kept on site for the fire department to review.**
- All cooking appliances creating grease laden vapors shall be located under the hood. No part of the appliances shall extend beyond the lip of the hood
- Hood systems (including filters and ducts) shall not have an accumulation of grease build-up. Hoods and ducts shall be cleaned as required per the Florida Fire Prevention Code
- Hood filters shall be properly installed at all times
- Deep fat fryers shall be separated from any open flame cooking appliance by 16 inches or separated by a baffle with a minimum of 8 inches in height
- All L.P. Gas containers shall be located outside and properly secured
- All mobile units with propane shall post a NO SMOKING sign next to the propane bottle.
- All electrical shall be in good repair
- Any compressed gas tanks shall be properly secured
- If tents and/or canopies are utilized: Smoking is prohibited in tents and canopies. Approved NO SMOKING signs shall be posted. The use of open flame devices such as candles is prohibited in tents and canopies. Tents are required to be flame retardant in accordance with NFPA 701 standards. A Certificate of Flame Resistance or other documentation affirming compliance with this requirement must be provided.

These guidelines may not be ideal for every situation. If you have any questions or concerns, please feel free to contact the Fire Department.

• Telephone: (352) 357-6585

• Fax: (352) 357-2349

• E-Mail: fireinspector@eustis.org

• URL: <http://www.eustis.org>



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