



**2022 Back to School Bash**  
**Saturday, July 30<sup>th</sup> – 10:00 a.m. to 2:00 p.m.**  
**Ferran Park**  
**Vendor Application**

**FREE Booth Space with donation to the school supply drive!**

Vendor Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Owner/Manager Name: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

Description of Service or Product (Includes Giveaways)

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<b>10x10 Booth Space</b>	<b>FREE</b> with donation	<b>\$15</b>
Must have a 110v/20amp outlet		Does not require electric
<b>10x20 Booth Space</b>	<b>FREE</b> with donation	<b>\$25</b>
Must have a 110v/20amp outlet		Does not require electric
<b>Food Truck</b>	<b>FREE</b> with donation	<b>\$2 per foot</b>
<b>Space Required</b> _____	<small>(measurement must include tongue/hitch)</small>	
<b>Electrical</b>	<b>110/20 Amp</b>	<b>220/50 Amp</b> <small>(Limited Availability)</small>
<b>Sell From</b>	<b>Rear</b>	<b>Passenger Side</b> <b>Driver Side</b>

**Please direct any questions to: City of Eustis Events Department (352) 483-5491 or [vendor@eustis.org](mailto:vendor@eustis.org)**

# RULES & REGULATIONS

**PAYMENT:** Donations can be dropped off at the Events Department (10 N. Grove St., Eustis, FL) or given to the school supply table during set-up day of. Payment by cash, check, or credit card is due upon signing of this agreement. Vendor space is 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.

**NO MONETARY PAYMENTS WILL BE ACCEPTED AT EVENTS.**

**APPLICATION DEADLINE:** Applications must be submitted three days prior to the event. For example, if an event falls on Friday, the application must be turned in by 5:00PM of the Tuesday leading up to the event. Any applications received after the allotted deadline, may not be accepted.

**CANCELLATIONS / REFUNDS / CREDITS:** Should the City of Eustis cancel an event, all registration fees will be rolled as credits into future vendor opportunities, excluding Georgefest.

**THERE ARE NO REFUNDS** Any and all credits must be used within a six month period of being applied. Vendor cancellations must be submitted 48 hours prior to an event. The vendor will have the opportunity to forward their vendor fees to another event (excluding Georgefest). Any and all cancellations made within 48 hours will not have the option to reschedule or receive refunds.

**NO-CALL/NO-SHOWS:** If a vendor chooses not to notify the Events Department they will be absent for an event, their application may be declined for future events.

**SPACE:** Vendor displays must stay within designated square footage of space requested. This includes display racks, tables, awnings, trailer tongue, tie downs, etc. You should bring your own tent (suggested but not required) and table with chairs. No tent stakes are allowed in Ferran Park. Space assignments will be provided at check in.

**ELECTRICITY:** Electricity may be limited. Vendors must indicate their electrical needs on the application. In the event of a waitlist, vendors not requiring electric may be given priority acceptance.

**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.

**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.

**INITIAL:** \_\_\_\_\_

**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 recordings that feature or include my likeness in any media.

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

**SAFETY:** All food vendors are required to have an approved fire extinguisher in their booth. Any tent over 120 square feet shall be labeled as fire-retardant and may require a permit which is the responsibility of the vendor. 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 prior to the event opening.

**UPDATES:** I consent to receive email updates about this and future events.

**INITIAL:** \_\_\_\_\_

**COVID-19 NOTICE:** An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and guests with underlying medical conditions are especially vulnerable. By visiting Eustis events you voluntarily assume all risks related to exposure to COVID-19.

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**ALL VENDORS MUST COMPLY WITH ALL STATE AND FEDERAL LAWS, STATUTES AND REGULATIONS.**

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

**NO tent stakes are allowed.**

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

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 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.

*I have reviewed and agree to all rules and regulations*

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

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

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

## Payment Information

Check Number: \_\_\_\_\_ Visa MC Discover Exp. (MM/YY) \_\_\_\_\_

Card Number (16 digit): \_\_\_\_\_ Security Code: \_\_\_\_\_

Name as it appears on 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 Required: Y N Insurance Received: \_\_\_\_\_

Application Approved On: \_\_\_\_\_ Application Approved By: \_\_\_\_\_

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