

## 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'	_____	\$300.00	_____

**Additional 10'x10' Space:	_____	\$50.00	_____
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\*\*Add additional 10'x10' space(s) for just \$50.00 each.  
Subject to availability and organizers approval.

**\*\*\*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 10 N Grove St Eustis FL 32726, as additionally insured.

\_\_\_\_ 501(c)3 or 527 Certificate (if applicable).

# 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 may be available for \$20.00). Please call for availability.

# RULES & REGULATIONS

**EVENT:** **GEORGEFEST 2022**  
**LOCATION:** **Ferran Park & Historic Downtown Eustis**  
250 Ferran Park Dr, Eustis, FL 32726  
**DATES:** February 25 - 27, 2022  
**TIMES:** Friday (4:00 PM - 9:00 PM)  
Saturday (10:00 AM - 10:00 PM)  
Sunday (10:00 AM - 6:00 PM)  
**CONTACT:** (Times subject to change)  
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 16, 2022.

**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 6:00 PM Sunday. If you tear down your booth early or leave your space unmanned during the festival, you will forfeit your deposit. \_\_\_\_\_

(Initials)

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

(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** outlet per space. Additional outlets may be 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.

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

## 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 and may require a permit and 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 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 31st, 2022. Funds, including deposit, will not be refunded for cancellations made after January 31st, 2022.

**NON-PROFITS:** Must include 501(c)3 or 527 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.**

**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/or 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.



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

# 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](mailto: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](mailto:vendor@eustis.org)



# 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](mailto:fireinspector@eustis.org)

• URL: <http://www.eustis.org>



## City of Eustis Fire Department

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

# GAS LEAK DETECTION TESTING & TRAINING

## Mobile or Temporary Cooking Operations

### ***Florida Fire Prevention Code, NFPA 1:50.7.2.3 Leak Detection***

1:50.7.2.3.1 Gas systems shall be inspected prior to each use by a worker trained in accordance with 50.7.1.8 training.

1:50.7.2.3.2 Leak detection testing shall be documented and available to AHJ upon request.

1:50.7.2.3.3 Where a gas detection system has been installed, it shall be tested every month.

1:50.7.2.3.4 Leak detection shall be performed every time a new connection or a change in cylinder is made to any gas system.

### ***1:50.7.1.8 Training***

Prior to performing mobile or temporary cooking operations, workers shall be trained in emergency response procedures including:

- a. proper use of portable fire extinguishers and extinguishing systems
- b. proper method of shutting off fuel sources
- c. proper procedure for notifying the local fire department
- d. proper refueling
- e. how to perform leak detection
- f. fuel properties

1:50.7.1.8.2 Refresher training shall be provided every year.

1:50.7.1.8.3 Initial and refresher training shall be documented and made available to the AHJ upon request.