

Light-Up Eustis Vendor Application

November 24, 2023
Ferran Park

INFORMATION

Vendor Business Name: _____

Owner/Contact Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Sign me up for emails regarding future events.

Description of Service or Product: _____

BOOTH SIZE

Space Size	Quantity	Cost Per Space	Total
10'x10' (Non-Food)	_____	\$65	_____
10'x20'	_____	\$95	_____
10'x10' Non-Profit Organization (Copy of 501c3 or 527 Required)	_____ Limit 1 (10ft.) Per Organization	FREE	<u>FREE</u>
10' x 10' (Food Vendors)	_____	\$90	_____
Additional 10' Space (Food Vendors)	_____	\$30	_____

SAVE 10% - Pay before 4PM October 6, 2023

TOTAL _____



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

SPECIFIC REQUIREMENTS

Tent

Tent & Food Truck/Trailer

Food Truck/Trailer

Tent/Food Truck/Trailer Total Measurement: _____

(MUST Include Hitch)

Food Truck/Trailer Serving Side:

Passenger

Driver

Rear

Electrical Requirements:

I must have electricity.

I would like electricity, but could operate without it.

I can utilize a quiet generator if necessary. (Food Vendors Only)

I do not need electricity.

FOOD VENDORS please select ONE of the following: 110v/20amp (MAX) 220v/50amp (MAX)

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. Vendors are required to provide a minimum 100 foot extension cord. The City of Eustis cannot provide cords to individual vendors.

EVENT INFORMATION

Date: November 24, 2023 – 5:00 p.m. to 9:00 p.m.

Location: Ferran Park, 250 Ferran Park Drive, Eustis, FL 32726

Application Deadline: Friday, November 3, 2023 at 4:00 p.m.

We do expect to sell out! Get your application in early to ensure you have a space.

Rules & Regulations

1. 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.
2. Vendor displays must stay within designated square footage of space reserved. This includes display racks, tables, awnings, trailer tongue, tie downs, etc. You must bring your own tent (suggested but not required), table, or chairs. All tents should be weighted for safety. Stakes are not allowed in Ferran Park.
3. All vendors must check in for placement and other information before setting up.
4. 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: including but not limited to power equipment, medical health products or services, prescription glasses, tattoos, piercings, face painters, etc. This list is not all-inclusive and subject to the event organizers' review.
5. 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: _____

6. All food vendors must be prepared to meet Lake County Health Department guidelines and inspections.
7. All food vendors must be prepared to meet Eustis Fire Department guidelines and inspections.
8. Tents larger than 10'x10' will require proper permitting (in advance) through the City of Eustis and will be subject to inspection by the Eustis Fire Department.
9. The Events Department works closely with the Eustis Police Department to provide a safe environment for all. The City of Eustis is not responsible for any theft, vandalism, damage or loss of business caused by others.

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10. 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.

INITIAL: _____

11. All vendors must comply with all State and Federal Laws, Statutes, and Regulations including the collection and reporting of required sales tax.
12. Absolutely NO stakes are allowed in Ferran Park. This includes tent stakes, sign stakes, feather banners, etc. Anything found staked into the ground will be immediately removed by event staff.
INITIAL: _____
13. All vendors are responsible for disposing of their trash in the provided receptacles.
14. Vendors are NOT permitted to sell any alcoholic beverages including (but not limited to) beer, wine, or liquor without prior approval.
15. If you hire an outside company to set up your tent, they must contact the Event Coordinator for setup and breakdown instructions.
16. The City of Eustis has the right to close your exhibit immediately without refund and has the right to accept or deny vendor exhibits.
17. Vendors must dismantle and clean their space by 11 PM Friday, November 24, 2023.
18. Vendors are legally and financially responsible for all damages to grounds or other property caused by themselves or their employees.
19. The City of Eustis does not provide access to water.
20. Should the City of Eustis cancel the event due to inclement weather, vendors who have paid a fee will be given a credit for a future event, excluding Georgefest. Credits are valid for six months after the cancellation date. No refunds are issued.
21. No credits or refunds are issued should the vendor decide to not participate for any reason.
22. By participating in the event and entering Ferran Park, you consent to be photographed, filmed, and/or otherwise recorded. Your presence constitutes your consent to such photography, filming, and/or recording and to any use, in any and all media.

I have reviewed and agree to all rules and regulations.

Print Name: _____

Signature: _____

Date signed: _____

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.

RELEASE

Disclaimer: Entrant hereby discharges and releases all event organizers, the City of Eustis, and its employees from any and all responsibility or personal liability due to injury, loss, or damage of property during their participation in the aforementioned event.

Signature of Contact Person: _____

PAYMENT INFORMATION

Check Number: _____

Credit Card: MC VISA DISCOVER EXP. (MO/YR): _____

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

Signature: _____ Date: _____

If returning electronically, please type name to consent to e-signature. _____

MAKE CHECKS PAYABLE TO:

City of Eustis

Attn: Events Department

10 N. Grove St, Eustis, FL 32726

Email: vendor@eustis.org

352-483-5491

For Internal Use Only

Date Application Received: _____

Payment Method: Cash Check Card Money Order

Payment Received On: _____ Insurance Rec'd: Yes No

Application Approved On: _____ Application Approved By: _____