



UNCOOKED FOOD VENDOR - APPLICATION & AGREEMENT FORM 2017

Event Date & Time: Sunday, November 12, 2017 from 10:00 AM to 10:00 PM

Event Location: Markham Park located at 16001 W. State Road 84, Sunrise, FL 33326

Name / Organization: _____

Contact Person: _____ **Phone:** _____

Emergency Contact: _____ **Phone:** _____

Address: _____ **City:** _____

State: _____ **Zip:** _____ **Email:** _____ **Website:** _____

List all products to be sold: _____

Special request: _____

- Uncooked Vendor Fee:** The fee will increase to **\$1,100** after midnight Friday, September 15, 2017.
- Festival Insurance:** Insurance is available for \$110. Otherwise, submit a Certificate of insurance (COI).
- Early Bird Vendor Fee:** Early Bird Booth Fees are \$900.00 for Uncooked Food Vendors.
- Early Bird Deadline:** **The Early Bird offer ENDS on Friday, September 15, 2017.** There are 35 food spaces, apply now to be guaranteed your spot.
- Exceptions:** **There are No Exceptions on this Early Bird Offer.** Packages received via mail and stamped by the Post Office after the early bird deadline date will require full payment. Your application will be returned if you refuse to pay the outstanding balance.
- Price Includes:** **1 (one) 10'X10' Tent, 4 (four) vendor passes, and 2 (two) parking passes.**
- Booth Allocation:** **All spaces will be assigned at the discretion of the Festival Administration on a first come/first served basis.**
- Vendor Patrol:** We reserve the right to ask you to remove any misrepresented items in your booth.
- Required Documents:** **Jerk Festival Application Form, Full Payment, Markham Park Required Documents (501-201b – Special Vendor Application, Certificate of Insurance, Notarized Affidavit of Criminal Background Screening). Deadline 10/13/2017.**
- Payment Options:** *Please make check or money order payable to: Jamaican Jerk Festival USA, Inc.*
Drop off or Mail application, packets, and check/money order to:
6151 Miramar Parkway, Suite 119, Miramar, FL 33023.
- Payment Receipt:** You will be notified of your acceptance with a confirmation email & information packet.
- Contact us:** Questions or concerns? **Call 754-273-9166** during M-F from 10 am to 6 pm or send an email to admin@jerkfestival.com. Visit our website – www.jerkfestival.com



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BOOTH POLICIES

Please read the following information carefully as these policies pertain to all vendors

1. Booth Standards:

- a. Quality merchandise.
- b. A well-maintained, safe area.
- c. Courteous, friendly staff
- d. An attractive and professional looking booth and display. The appearance of your booth is critical to the overall atmosphere of the audience's perception of the event. We highly encourage imaginative booth designs, flags, banners, etc.

2. Booth Selection:

- a. Booths are selected based on the type and quality of the products you sell.
- b. We reserve the right to refuse anyone for whatever reason, and return fees.

3. Booth Placement:

- a. Is based on when your application is received and the type of product(s).
- b. Enter any special requests you may have in the special request section on page 1 for approval.

4. Booth fees are non-refundable.

- a. Event is Rain or Shine

5. Booth Prices:

- a. Early Bird Food Vendor Fee: \$900
- b. Vendor Fee: After midnight Friday, September 15th the fee increases to \$1,100.00.

6. Additional Payment options:

- a. **PayPal (include 3% rate to your fee)** – visit www.PayPal.com and select admin@jerkfestival.com to make a payment using a debit or credit card. Please be sure to include a memo stating who you are with your payment. E.g. \$900 + 3% = \$927 or \$1100 + 3% = \$1,133.00 total payable amount

7. Booth Provisions:

- a. A single 10'x10' tent for your booth setup.
- b. 4 (four) NON-TRANSFERABLE vendor passes and 2 (two) vehicle pass.
- c. **110 Volts will be provided - Electricity will be provided but electrical supplies are not provided, and will be your responsibility.** Vendor must bring his or her own extension cords, power strips, and lighting as needed. No Propane lanterns allowed.



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OTHER REQUIREMENTS & INFORMATION:

- **Vendors are prohibited from selling alcohol, water, and juice of any kind.**
- All Vendors cooking must have fire extinguishers.
- Please stay within the space you are assigned.
- All equipment used in operating a booth during the event will be the responsibility of the vendor, including tables, chairs, lighting, maintaining and removing booth materials, leftovers and trash. Please leave your area as clean as it was when you arrived.

Insurance Requirements:

- Vendors are required to provide an insurance certificate no later than Friday, September 15th. **(Vendors can pay an additional \$110.00 to be included on the festival's insurance. Payments must be made by September 15th, 2017)**

Food Vendor Meeting: The meeting will take place on Thursday, November 9th, 2017 at 4:00 PM at Markham Park.

Vendor Passes:

- Vendor Passes will be distributed at the meeting. Any vendor unable to attend the meeting must make arrangements to pick up his or her package prior to the event.
- Additional passes will be available for purchase. The amount for sale is limited and is to be used only for staffing needs.

Setup/Breakdown:

- Vendors must arrive at the designated time for load in (*see Load In for details*) or he or she will not be able to setup. Vendors **WILL NOT** be able to set up before the time listed below. The Booth must be completely set up, open, & ready for business when the gates open at 10 AM; remain set up and open until the last band finishes and the crowd leaves. No early breakdown or late setup will be allowed. **No exceptions!**

Load in:

- **Saturday: 4:00 PM to 7:00 PM.** Limited set up. All equipment left overnight at vendor's own risk.
- **Sunday: 6:00am to 8:00am.** No vendor will be allowed access after 8:00am.

During Festival Hours:

- All paid and accepted vendors agree to operate and adequately staff a booth during the festival hours of: 10:00 AM until 10:00 PM.

Taxes: Local sales tax remittance is the sole responsibility of each vendor.

*By signing this agreement, you expressly release **Jamaican Jerk Festival USA, Inc.**, event Sponsors, The City of Sunrise, as well as the owners of the festival sites of and from all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of vendor space by the applicant(s) You agree to hold **Jamaican Jerk Festival USA, Inc** and the owner of the festival sites harmless of any loss or damage by reason thereof. You also agree to comply with all state and local regulations in the operation of your booth.*

*You agree that you have read and agree with the BOOTH POLICIES outlined in the attachment. **Jamaican Jerk Festival USA, Inc.** may choose to terminate this agreement at any time if you choose not to abide by our BOOTH POLICIES. **Jamaican Jerk Festival USA, Inc.** reserves the right to make changes to this agreement as needed. You understand your entry fee shall not be refunded if you do not attend or if all or part of the show is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control.*

Print: _____ Signature: _____ Date: _____