



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, 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: _____

Food Vendor Fee: The fee will increase to **\$1,500** after midnight Friday, September 15, 2017.

Festival Insurance: Since your booth will provide food items, a Certificate of Insurance (COI) will be required. Otherwise, insurance is available for an additional \$110 per vendor.

Early Bird Fee & Deadline: The fee is **\$1,300** before midnight Friday, September 15, 2016. There are **No Exceptions on this Early Bird Offer**. Packages received via mail and stamped by the Post Office after the deadline date will require full payment. We reserve the right to return your application if you refuse to pay the outstanding balance.

Price Includes: 1 (one) 10'X10' Tent, 6 (six) 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.

Required Documents: Jerk Festival Application Form, COI, Markham Park Packets (Deadline 9/22/2017)

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 Monday to Friday at 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 with 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. 10x10 Booth Prices:

- a. **Early Bird Food Vendor Fee:** The fee is \$1,300.00 before midnight, Friday, September 15, 2017.
- b. **Regular Food Vendor Fee:** The fee will increase to \$1,500 after midnight Friday, September 15, 2017.

6. Additional Payment options:

- a. **PayPal (include 3% rate)** – select admin@jerkfestival.com and make a payment using a debit or credit card. Please be sure to include a memo stating who you are with your payment.

7. Booth Provisions:

- a. **A single 10'x10' tent for your booth setup.**
- b. **6 (six) 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.
- 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 selling food are required to provide a Certificate of Insurance (COI), no later than **Friday, September 15, 2017**. It must list both Markham Park and Jamaican Jerk Festival as additionally insured.

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

Package Pickup:

- Vendor Passes will be provided at the food vendor meeting. Any food vendor unable to attend the meeting must call 754-273-9166 to schedule for pick up at our local office. There will be no packet pick up at the gate.
- All other vendors will be required to stop by the office the week prior to the event to collect his or her passes at Jamaican Jerk Festival, 6151 Miramar Parkway Suite 119, Miramar FL 33023.

Setup/Breakdown:

- Vendors must arrive at the designated time for load in (*see Load In for details*) or he or she 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:

- **Duration** - 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.
- **Responsibilities** - If you leave your vendor or vehicle passes or never received one, you will need to purchase full price entry tickets and parking passes at the box office. We are not responsible for lost or stolen tickets/passes.
- **Taxes** - Local sales tax remittance is the sole responsibility of each vendor.
- **Vendor Patrol** - We reserve the right to ask you to remove any misrepresented items in your booth.
- **Space assignment** - Please stay within the space you are assigned.

*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: _____