

## VENDOR APPLICATION

### Blue Crab Festival \* Panacea, Florida \* May 7, 2011

Name of Vendor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

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

Contact Person: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**(PLEASE PRINT ABOVE INFORMATION LEGIBLY)**

FOOD VENDORS: Please list food items to be sold:

OTHERS: Please give brief description of merchandise to be sold:

**Please check the applicable category below and enter all pertinent information.** Failure to indicate utility needs will be assumed to mean NO UTILITY NEEDED, and changes cannot be allowed after April 4, 2011.

**Commercial Business**       **Arts & Crafts 15' x 15' Booth Space is to contain tie-downs and connections.**

| Amount<br>Spaced Needed       | Space Requirements   | Fee      | Submitted       |
|-------------------------------|--|----------|-----------------|
| _____                         | Single space without electricity                                 | \$ 55.00 | \$ _____        |
| _____                         | Single space with electricity <input type="checkbox"/> 110 volts | 65.00    | _____           |
| _____                         | Additional connected space <i>(if available)</i>                 | 40.00    | _____           |
| ___ Yes ___ No                | <b>Deadline met for \$10.00 deduction</b>                        | -10.00   | _____           |
| <b>TOTAL AMOUNT SUBMITTED</b> |  |          | <b>\$ _____</b> |

**Food Vendor**      **(Booth area is not to exceed 30 feet in width.)**

| Check as<br>Appropriate       | Food / Utility Requirements   | Fee      | Amount<br>Submitted    |
|-------------------------------|---|----------|------------------------|
| _____                         | Single food item (non seafood)  | \$ 55.00 | \$ _____               |
| _____                         | Two or more food items (non seafood)  | 110.00   | _____                  |
| _____                         | Full-line seafood   | 275.00   | _____                  |
| _____                         | Electricity <input type="checkbox"/> 110 volts <input type="checkbox"/> 220 volts* _____ amperage | 10.00    | _____                  |
| ___ Yes ___ No                | Is water required?  | N/A      | _____ <u>N/A</u> _____ |
| ___ Yes ___ No                | <b>Deadline met for \$10.00 deduction</b>   | - 10.00  | _____                  |
| <b>TOTAL AMOUNT SUBMITTED</b> |   |          | <b>\$ _____</b>        |

**\* NOTE: Special plugs necessary for 220 volts are to be furnished by the vendor.**

**Children's Entertainment**      **Booth spaces will be 15' by 15'**

Fee: 20% of gross receipts    -----    Required deposit of \$50.00 will be credited toward gross receipts.

**Nonprofit Organization**      **Booth spaces will be 10' by 10'**

Please list all FREE items to be distributed:

**NOTE: Please refer to the Rules & Regulations for complete details.**

**Special Needs or Requests:**

**RULES & REGULATIONS ACCEPTANCE AND LIABILITY DISCLAIMER**

I hereby state that I, \_\_\_\_\_, have read and agree to  
(Please print)

abide by the Rules and Regulations as set forth by the Blue Crab Festival Committee and any other regulations as may be established. I understand and agree there will be no refund and that the decisions of the Blue Crab Festival Committee will be final. Furthermore, I hereby release and discharge the Blue Crab Festival, Inc., Wakulla County of Florida, and their agents and/or representatives from any responsibility for personal liability, loss, claims or damage arising out of or in connection with the Blue Crab Festival. I also hereby declare that I have the authority to make such a statement.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**APPLICANT'S CHECK-OFF LIST PRIOR TO MAILING APPLICATION**

**DID YOU REMEMBER TO :**

- Complete all applicable facets of the Application
- Sign and date the Application
- Sign and date the Liability Disclaimer on the Application
- Enclose two photos of merchandise
- Enclose a layout sketch for booth space
- Enclose a check or money order
- Enclose proof of liability insurance if a food vendor
- Enclose a stamped, self-addressed envelope if written confirmation is desired

**Please read carefully the Rules and Regulations of the Blue Crab Festival Committee and retain them for ready reference.**

***Applications WILL NOT be accepted without signatures and dates where applicable.***

PLEASE RETURN APPLICATION TO: P.O. Box 456, Panacea, FL 32346

CONTACT TELEPHONE NUMBER: (850) 984-CRAB



**Blue Crab Festival ★ Panacea, Florida ★ May 7, 2011**

1. All food vendors must have current general liability insurance with a minimum coverage of \$100,000. A certificate of insurance is required which includes the Blue Crab Festival as an additional insured. Food vendors must provide proof of liability insurance when submitting an application.
2. Due to incomplete plans, information regarding the vendor-required purchase of soft drinks will be forwarded at a later date. However, products such as lemonade, tea, etc. may be sold.
3. For the convenience of vendors, the Committee will sell ice from a truck on site.
4. All menu items and their corresponding prices must be posted for public view the day of the festival. Vendors must sell **ONLY** the items listed on the application and accepted by the Committee. Vendors will be notified regarding accepted menus. **NO IMITATION SEAFOOD, CRAB OR OTHER INGREDIENTS, WILL BE ACCEPTED.** If such ingredients are found present in the food for sale, the booth will be closed and any paid fees will be forfeited.
5. If necessary for storage of cold food, a vehicle/trailer may be parked behind a full-line seafood booth if space is available. All other vehicles must be removed by 8:45 a.m.
6. The Committee will not provide or issue free meal vouchers and will not be responsible for payment for any meals for law enforcement personnel, artists, staff members or other parties.
7. If desired, food vendors may use battery power, propane gas, charcoal grills or cookers.
8. Food vendors will be responsible for having a current State of Florida license from the Florida Department of Business and Professional Regulation (DBPR). Any vendor not currently licensed through DBPR will be required to obtain a temporary-event food license through DBPR or the Department of Agriculture. A DBPR representative will be on site to sell temporary licenses and if one is not in force, the vendor will not be allowed to operate. Food vendors operating under a restaurant's license must have a copy of the license posted at the site.
9. All food booths must comply with State Health Rules and a representative will be on site to inspect booths before the festival is opened.
10. Food vendors will be responsible for maintaining constant booth cleanliness and leaving the site clean. Booth wastewater and/or grease must be contained and disposed of elsewhere, **NOT** on festival grounds. Please place other garbage in the park's designated trash containers.

**CRITERIA FOR SELECTION OF FOOD VENDORS**

1. First priority will be given to local organizations, businesses, individuals and vendors who have provided satisfactory service at previous festivals. All local vendors must be received by April 4, 2011.
2. Vendors will be selected with the goal of providing a wide variety of foods, with an emphasis on **FRESH FLORIDA SEAFOOD**. The Committee reserves the right to limit the number of vendors serving any types of specific items of food.
3. Originality in a vendor's menu will be considered in making selections.