

# Pumpkin Festival ~ October

## Vendor Application

(make checks payable to Havana Merchants Association)

<u>Type of Booth (please select)</u>	<u>Booth Size</u>	<u>Price</u>
_____ Arts and Crafts	10 x 10	\$75
_____ General Merchandise	10 x 10	\$75
_____ Food, small booth	10 x 10	\$150
_____ Food, large booth	10 x 20	\$250
_____ Non-Profit, informational	10 x 10	\$35
_____ Non-Profit, selling	10 x 10	\$50
_____ Ride, large activity area, bouncy house, etc.		\$250
_____ Electricity – additional		\$25

The event Chairman and/or Booth Coordinator have absolute right of refusal of any booth vendor. If vendors apply and are refused, their application fee will be returned.

**DUAL PURPOSE BOOTHS:** If your booth will be selling food in any manner, or if you will be providing an activity or a ride area, please apply in those categories regardless of any other category you may fit into.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Description of merchandise/food to be sold or activity to be carried out:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State Sales Tax No. \_\_\_\_\_ State License No. (if applicable) \_\_\_\_\_

**RULES (ALL VENDORS):** Vendor is responsible for providing all necessary equipment, tables, rain covering, etc. Vendor will be allowed to sell or display only the types of products as described above. Event officials reserve the right to refuse the display/sale of any item that is offensive, obscene, or otherwise not in keeping with the family atmosphere of the festival. Vendors will accept the location assigned and remove vehicles from site at designated times. Please do not block merchant driveways. Electricity is limited and must be requested at time of application. Each booth granted electricity will be allowed one outlet and must provide own 100-foot heavy-duty outdoor UL approved extension cord. A copy of extended insurance coverage must be provided before set-up. You will be responsible for site cleanup at the time of event closure. NO PETS ALLOWED. ALL VENDORS ARE TO REMAIN IN PLACE UNTIL 5:00 P.M. or other announced time.

**FOOD VENDORS ONLY:** Tents must be made of fire retardant materials if food is cooked on site. Vendor must recapture any wastewater, cooking materials, and ALL trash.

**PAYMENT MUST BE RECEIVED PRIOR TO SET-UP.** You will NOT be allowed to set up without payment in full. NO REFUNDS will be given for any reason. Spaces may not be shared or sub-let unless prior approval is received by event staff in writing. Set-up time will be 7:00 a.m.- 8:00 a.m., unless otherwise advised. NO LATE SET-UPS WILL BE ALLOWED.

I agree to comply with all state and local requirements as well as the rules stated within this application. I understand that I am required to secure any licenses/permits, etc. required by all governing authorities that may have jurisdiction over products to be sold as described above. I will remain open during the times set for the event. I hereby release and forever discharge from liability the Town of Havana, the Havana Merchants Association, and/or the event, its sponsors and their affiliated companies, businesses, officers, agents, and employees. I will NOT hold event or event organizers responsible for loss due to theft, damage, or acts of God. I understand that this event in no way guarantees any returns or benefits.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**RETURN APPLICATION AND CHECK TO:**

Havana Merchants Association ~ P.O. Box 666 ~ Havana, FL 32333

FOR QUESTIONS please contact Jim Kellum, booth coordinator, at (850) 545-0824.