

2019 EXHIBITOR APPLICATION
2019 DFB Boots on the Beach Festival
Saturday, November 16th, 2019
149 SE 21st Ave, Deerfield Beach, FL

BOOTH REQUIREMENTS: The booth fee is for a 10' x 10' space only. The vendor must supply approved tent, lights, tables, and chairs or an optional rental package is available at an additional cost. Electricity is included for lighting only but the vendor must supply their own lights (fluorescent/energy efficient) and extension cords (minimum #12 gauge/25 foot) for hook up.

Company Name: _____

Your Name: _____

Address: _____

E-mail: _____ Phone: _____

List products that will be displayed and/or sold (**ONLY ITEMS LISTED HERE WILL BE PERMITTED FOR SALE**):

Special Requests: _____

NOTE: Space assignments for approved applicants accepted by the City of Deerfield Beach will be determined by the order in which they are received. **Photo of booth or product must be submitted.** No space assignment will be made without full payment and approval of insurance requirements.

Electrical Access: We provide you with 5 amps of power which is enough to run 2 lights. Please contact us if you need additional electricity.

Vendor Fee:	Business Exhibitor (10' x 10' Space)	\$175.00 x _____ of booths
	Civic/Non-Profit Organization (10' x 10' Space)	\$100.00 x _____ of booths

CHECK for full payment enclosed and made payable to "City of Deerfield Beach"

Please mail, e-mail or fax completed application to:
 Deerfield Beach Parks & Recreation Department
 Attn: Community Events and Outreach
 150 NE 2nd Avenue, Deerfield Beach, FL 33441
 Fax: (954) 480-4393
 E-mail: dfbspecialevents@deerfield-beach.com

For information on how to pay by credit/debit card please call the Community Events and Outreach Division at 954-480-4429.

Should you have any further questions please contact the Community Events and Outreach Division
 at 954-480-4429 or e-mail at dfbspecialevents@deerfield-beach.com

2019 DFB Boots on the Beach Festival Saturday, November 16th, 2019

149 SE 21st Ave, Deerfield Beach, FL EXHIBITOR RULES AND REGULATIONS

SIGN AND DATE THIS FORM AND SUBMIT WITH YOUR APPLICATION

Festival Hours:

Set-Up: Saturday, November 16th 11:00 AM - 3:00 PM

Event: Saturday, November 16th 4:00 PM - 9:00 PM

Breakdown: Saturday, November 16th beginning at 9:00 PM

1. Applications are available as of September 11th, 2019. Application return deadline is November 1st, 2019. Notification to accepted exhibitors will be by via e-mail the week October 26th, 2019.
2. An application is a commitment to the show, however, refunds will be made for cancellation if received prior to October 26th, 2019. Phone (954) 480-4429 or e-mail dfbspecialevents@deerfield-beach.com.
3. Further details regarding rules and complete instructions will be e-mailed to all exhibitors accepted to the Festival.
4. You must adhere to hours for the event Saturday, November 16th from 4:00 PM to 9:00 PM. Early breakdown will result in exclusion from ANY future City of Deerfield Beach events.
5. Tent must be 10' x 10' in good condition and you must use weights as no stakes are allowed. You must include a photo of your booth or product for placement.
6. Set-up is from 11:00 AM - 3:00 PM. **ALL VEHICLES MUST BE REMOVED BY 3:00 PM.**
7. You must be set-up for inspections 1 hour prior to announced opening time on Saturday, November 16th.
8. You, your staff, and your booth must remain neat, clean and kept in an orderly fashion. Only one vendor is allowed per space. Exhibits and displays must be contained within your booth space. Conduct and displays must be appropriate. No garbage/boxes/etc. may be in view. All boxes must be broken down before discarding.
9. Vendors are responsible for having appropriate licenses and collecting sales tax. Each exhibitors must individually comply with all Florida sales tax regulations and mail your proceeds to the State of Florida Department of Revenue.
10. No beverages may be sold by any vendor unless specifically approved on the application.
11. No handmade signs are allowed. If using tables, make sure they are properly covered.
12. The event staff and the City of Deerfield Beach will not be liable for any losses or damages of any kind that occur at your booth. Every exhibitor is responsible for his own property in the event of loss, damage or personal injury.
13. There are no refunds on deposits or cancellations of the event due to rain or acts of nature.
14. Only items listed and approved on this application will be allowed to be sold at the event.
15. If you play music, the volume must be at a level that allows the adjacent vendors, staff members, and the public to conduct business in a normal speaking voice. Failure to comply will result in forfeiture of booth space.
16. Each company/organization participating in the Country Music Festival shall indemnify and hold harmless, the City of Deerfield Beach and all sponsors from all claims, liabilities, costs, expenses and damages which may result from the operation during the event.
17. Clean up is a must!

APPLICATION CHECKLIST:

- Completed vendor application including signed Vendor Rules and Regulations.
- Provide the attached signed Background Affidavit.
- Photos of your booth/merchandise
- Full payment for application booth fee

I am entering into a contract to participate in the City of Deerfield Beach Boots on the Beach Country Music Festival on November 16th, 2019. I agree to all management's rules and regulations. I understand this contract will be legally binding between two parties once the application has been accepted. Vendors should insure their own exhibit and display materials. The City of Deerfield Beach does not and will not assume liability for theft, injury, or any other accident that may occur during the event to visitors or vendors. I, on behalf of the Vendor, do hereby knowingly, freely, and voluntarily assume all liability for any damage or injury that may occur as a result of the Vendor's participation in event(s) to be held at a Broward County park(s), and agree to release, waive, discharge, and covenant not to sue Broward County, its current and former officers, agents, employees, and volunteers (collectively, the "Releasees") from any liability or claims for damage or injury that may be sustained by the Vendor, its officers, employees, or agents, or any third party directly or indirectly in conjunction with, or arising out of, the Vendor's participation in the event(s). I, on behalf of the Vendor, further agree to indemnify and hold harmless the Releasees from and against any and all causes of action, demands, claims, losses, liabilities, and expenditures of any kind, including attorneys' fees, court costs, and expenses (collectively, a "Claim"), raised or alleged to be caused, in whole or in part, by any intentional, reckless, or negligent act or omission of the Vendor, its current or former officers, employees, agents, or servants, arising from, relating to, or in connection with the Vendor's use of any Broward County park(s) or participation in the event(s).

Vendor Signature: _____

Date: _____

2019 DFB Boots on the Beach Festival

EXHIBITOR TERMS & CONDITIONS

GENERAL

One exhibitor is allowed per space. No subletting or sharing of space is permitted. Once registration is confirmed, transfer of a vendor space to an unregistered vendor is prohibited. Booths must be occupied and open for business during all hours of the Country Music Festival.

Items may only be sold to those attendees of the City of Deerfield Beach Country Music Festival, transactions to or from the event area are prohibited.

No vehicles are allowed in the vendor area after 3:00 PM or before 9:15 PM on Saturday, November 16th. Vendors may start breaking down at 9:00 PM however, vehicles will not be permitted in the vendor area until 9:30 PM and attendees have cleared the area. The City of Deerfield Beach will have the final decision on this safety precaution and may change breakdown hours depending on circumstances.

EXHIBITOR PRODUCTS

Only the items stated on the application and approved by the City of Deerfield Beach may be sold at the event. The City of Deerfield Beach reserves the right to refuse the sale of any items not specifically listed and approved or to refuse the sale of any item not in the best interest of the event, or cease the sale of any items found not to be safe for public consumption.

If a vendor wishes to add an item after their application has been approved, they must call the Vendor Coordinator to confirm and receive additional approval.

CLEAN-UP

Vendors are responsible for the complete clean-up of their space and disposal of all trash and debris. Vendors must leave the area as they found it when they set up. Failure to comply may result in exclusion from future City of Deerfield Beach events.

SALES TAX

All groups doing business in Broward County are responsible for paying the [Local Business Tax](#). In addition, vendors are solely responsible for paying all applicable Florida state sales tax.

TRUCK/TRAILER PARKING & EMPLOYEE PARKING

Parking is extremely limited at the event. There are no accommodations for RVs, POP-UP CAMPERS, LARGE TRUCKS, TRAILERS OR VEHICLES REQUIRING MORE THAN ONE SPACE TO PARK. Each vehicle must be able to fit in one regular parking space. Vendors with multiple employees should encourage their employees to park in public parking. Additional parking passes may be purchased for \$25.00 per parking pass.

TENTS

Vendor owned tents must conform to booth size. Construction of booth and displays must be able to withstand inclement weather and crowd activity. Tents must be manufactured of flame-retardant materials. Each tent leg must be weighed down in some form or another. Leg weights are essential due to the location of the event.

The contents of the booth cannot go beyond the assigned exhibitor booth space. Your booth should not interfere with your neighbor's booth.

RESTRICTIONS

The City of Deerfield Beach only allows items to be sold from the front or crowd side of the vendor space. Displaying and selling food from the back of the tent (the sidewalk side) is strictly prohibited. This forces crowds to have to maneuver around electrical hook-ups, cords, etc. and represents a safety hazard. Vendors may only sell items within their tent. It is prohibited to walk through the crowd or near the stage to sell items.

POWER

Electric power is provided to exhibitors. We will do everything possible to accommodate everyone's needs but there are limits to how many cords can be plugged into the portable electric connection boxes. Exhibitors should bring, at a minimum, a 25 foot extension cord. Please ensure cords, plugs and equipment are up to code and will pass the Fire Department inspection. You must supply your own electric cord for plug in. Lighting/electricity for the inside of your tent must meet the following specifications: no metal clamps, no flat cords, only 12-gauge round cords and only UL approved outdoor grounded cords may be used. All power cords must be taped down.



**Special Event Individual
Background Check**

I hereby state that the following facts are true:

1. I am over the age of 18 and am a resident of the State of _____.
2. I have the authority to make the representations set forth within this Affidavit
3. I am not registered nor am I required to be registered as a sexual offender with the State of Florida Department of Law Enforcement pursuant to Section 943.0435, F.S.

Executed this _____ day of _____, 20____.

By _____
(Signature)

By _____
(Name and Title)