



**2021 Vendor Application for the Deerfield Beach  
African American Heritage Board - Juneteenth Celebration  
Theme – Fostering Unity, Love, Hope & Peace  
June 19, 2021**

**BOOTH REQUIREMENTS:** The booth fee is for a 10' x 10' space only, if vendor has a booth larger than a 10 x 10 they must make a note in the "special request" line below. The vendor must supply approved tent, lights, tables, and chairs or an optional rental package available at an additional cost. Electricity is included for lighting only but the vendor must supply their own lights (florescent/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**):

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

Social media handle: \_\_\_\_\_ Website: \_\_\_\_\_

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.**

<b>Vendor Fee:</b>	<b>Regular Show Price (10' x 10' Space)</b>	<b>\$25.00 x</b>	<b>of booths</b>
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Total Enclosed \$ \_\_\_\_\_

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

CHECK to pay by credit/debit card and the manager assigned to your application will put the balance on your household on Civic Rec and reach out to you through e-mail.

Please mail or email completed application to:  
Deerfield Beach Parks & Recreation  
Department Attn: Community Events  
401A SW 4th St, Deerfield Beach, FL 33441  
Email- [DfbSpecialevents@deerfield-beach.com](mailto:DfbSpecialevents@deerfield-beach.com)

Should you have any further questions please contact the Community Events at 954-480-4429.



## VENDOR RULES AND REGULATIONS

SIGN AND DATE THIS FORM AND SUBMIT WITH YOUR APPLICATION

### Celebration Hours:

**Set-Up: Saturday, June 19th 9:00 AM - 12:00 PM**

**Event: Saturday, June 19th beginning at 1:00 PM -7:00 PM**

**Breakdown: Saturday, June 19th 7:00 PM or once the field is clear**

1. An application is a commitment to the show; however, refunds will be made for cancellation if received prior to June 7th, 2021. Phone (954) 480-4429 or e-mail [dfbspecialevents@deerfield-beach.com](mailto:dfbspecialevents@deerfield-beach.com).
2. Further details regarding rules and complete instructions will be e-mailed to all exhibitors accepted to the celebration.
3. You must adhere to the hours of the event Saturday, June 19th from 1:00 PM to 7:00 PM. Early breakdown will result in exclusion from ANY future City of Deerfield Beach events.
4. 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.
5. NO vendors will be allowed to set up unless full payment has been received.
6. The City of Deerfield Beach reserves the right to reject or accept any vendor.
7. Set-up is from 9:00 AM - 12:00 PM. **ALL VEHICLES MUST BE REMOVED BY 2:00 PM.**
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 exhibitor must individually comply with all Florida sales tax regulations and mail your proceeds to the State of Florida Department of Revenue.
10. No handmade signs are allowed. If using tables, make sure they are properly covered.
11. 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.
12. There are no refunds on deposits or cancellations of the event due to rain or acts of nature.
13. Only items listed and approved on this application will be allowed to be sold at the event. Styrofoam and plastic straws are prohibited in the City of Deerfield Beach.
14. 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.
15. You must adhere to hours for the event Saturday, June 19th from 2:00 PM to 7:30 PM. Early breakdown will result in exclusion from ANY future City of Deerfield Beach events.
16. Each company/organization participating in the Juneteenth Celebration 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.

### APPLICATION CHECKLIST:

- Completed vendor application including signed Vendor Rules and Regulations.
- Provide the attached signed and notarized Background Affidavit       Photos of your booth/merchandise
- Postage paid envelope if you would like your photos returned       Full payment for application booth fee

**I am entering into a contract to participate in the City of Deerfield Beach Juneteenth Celebration on Saturday, June 19, 2021. I agree by 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.**

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Special Event Individual  
Background **Affidavit**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, the undersigned, being first duly sworn, do hereby state under oath and under penalty of perjury that the following facts are true:

1. I am over the age of 18 and am a resident of the State of \_\_\_\_\_
2. I hereby certify that 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 \_\_\_\_\_, 21\_\_ .

By \_\_\_\_\_  
(Signature)

By \_\_\_\_\_  
(Name and Title)