



Pumpkin Festival October 12, 2024 Vendor Application

The event Chair 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.

NOTE: Make checks payable to Havana Main Street

Business / Vendor Name: _____

Name: _____ **Phone:** _____

Address: _____

Email: _____

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

State Sales Tax #: _____ **State License # (if applicable):** _____

Circle Your Category

Electrical is \$ 25 additional

- | | | |
|------------------------------------|---------------------------|----------|
| • Vendor | Booth Space 10 x 10 | \$75.00 |
| • Food Vendor (Prepackaged) | Booth Space 10 x 10 | \$75.00 |
| • Non-profit, Informational | Booth Space 10 x 10 | \$35.00 |
| • Non-profit, Selling | Booth Space 10 x 10 | \$50.00 |
| • Food Vendor / Onsite Consumption | Small Booth Space 10 x 10 | \$150.00 |
| | Large Booth Space 10 x 20 | \$250.00 |

NOTE: There is a \$3 surcharge to pay online by credit card.

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 the time of application.** Each booth granted electricity will be allowed an 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 the 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. **No generators without prior approval.**

PAYMENT MUST BE RECEIVED BY MONDAY, October 1, 2024. NO REFUNDS will be given for any reason. Spaces must not be shared or sub-let unless prior approval is received . Set-up time will be 7:30 A.M.- 9:30 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 Main Street, 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 Main Street, Box 346, Havana, FL 32333**

FOR QUESTIONS: Contact Suzanne Daniels at (850) 900-7366 or festivals.HavanaMainStreet@gmail.com