



7 – 10 PM on Thursday, July 4th, 2024
Fireworks at 9:15 PM

2024 VENDOR REGISTRATION FORM
Registration Deadline Monday, July 1, 2024

Vendor Information:

Business Name: _____ Contact Name: _____

Mailing Address: _____
Street Address/ PO Box City State Zip

Business Phone (daytime): _____ Cell Phone (during event hours): _____

Email: _____

Description of business, or services and products for sale: _____

Registration:

Type of Organization: For-Profit Non-Profit

Booth Fee: 10 x 10 space \$150 10 x 20 space \$200

Electricity: \$100 additional (limited availability)

FOOD TRUCK FEE: \$250

Vendors must supply their own tent, tables and chairs. Each business, whether for-profit or non-profit, will be reviewed to determine suitability for participation in the event. A tent is required for participation and **must have** the proper weighting on each tent leg for safety, tent must be in good condition with no holes, tears, or patches. Vendor may bring their own super quiet generator for electricity.

Electricity required: No Yes **If yes, 110 amps only (additional \$100).** Please list each appliance that will be used, its purpose, and the number of amps required for its operation on a separate piece of paper and include with payment. Availability of electricity is limited and on a first-come basis.

NO REFUNDS will be made for the vendor’s failure to comply.

Booth Fee \$ _____ + Electricity \$ _____ Food Truck \$ _____ = Total Submitted \$ _____



Return Application to: Ladies 327, Inc., Attn: Kim Colegrove
Email: kim@ladies327.org Phone: 407.639.1900

Once your fully completed application is received and approved, an invoice will be emailed to you.
Payment of your invoice secures your vendor space.

Event Regulations:

- Spaces are available on a first-come, first-served basis. Sub-leasing of vendor spaces is prohibited. Vendor placement will be determined by Ladies 327.
- Submission of application does not guarantee space in the event. All Vendors will be contacted once approved.
- No fireworks, sparklers or other explosive devices may be sold or distributed. No flea market, resale, or carnival type items may be offered.
- No **free** water or food samples may be offered.
- Vendor displays must stay in the designated space. This includes display racks, tables, etc. **Vendors may not stroll event area to solicit sales.**
- Vendor understands the Celebration will occur rain or shine and the City of Sanford is not responsible for any reimbursements of losses due to inclement weather.
- **Set-up begins at 2 PM FOR FOOD TRUCKS.** Vehicles **must** be removed by 4 PM. Trucks **must** be set up and staffed from 6 – 10 PM. No Food Truck may participate without a Certificate of Insurance (COI) with a minimum of one-million-dollars in general liability coverage listing the City of Sanford & Ladies 327, Inc. as “additionally insured”. Submit the COI with this application.
- **Set-up begins at 4:00 PM FOR VENDORS.** Vehicles **must** be removed by 5 PM. Vendors **must** be set up and staffed from 6 – 10 PM. No Vendor may set up without this application on file and completed in full. It is preferred and highly recommended that vendors carry general liability insurance for their own protection from possible claims.
- Vendors may not demonstrate in any manner their reason for existence other than by displaying the name of the group or organization and/or providing samples of literature about their organization, product(s) and/or service(s).
- Break-down / departure may not occur prior to fireworks finale. Cars will not be allowed in the event area until after the fireworks and the roads are clear of pedestrian traffic.
- **All garbage, products & equipment must be removed from allocated space** at the end of the event. The rental space must be in the same condition as when Vendor assumed occupancy.
- Vendor grants full permission to the City of Sanford, Ladies 327, Inc. and/or their authorized agents to use any photographs, videotapes, recordings, or any other record of this event for any legitimate purpose.
- Registrations received after June 26th may be accepted if space is available with a \$25 late fee. Refunds for cancellations received before June 26, will not be processed until after July 4, 2023.

Certification: I certify that I fully understand and agree to abide by the Event Regulations explained above. _____
Initials



Hold Harmless & Signature:

By signing this application, I hereby agree to abide by the terms and conditions as defined above. I also agree to indemnify and hold harmless Ladies 327, Inc., the City of Sanford and their officials, officers, employees, agents, servants, volunteers, invitees and guests from and against all suits, actions, claims, damages, losses and expenses, including reasonable attorneys' fees arising out of or resulting from the event and all costs of litigation and judgments, claims for damages or injuries, including death, to persons or property of whatever kind or character, whether real, personal or mixed, asserted or occurring from every name and description arising out of or incidental to the 4th of July Celebration whether or not due to or caused by the negligence of the City of Sanford or Ladies 327, Inc. excluding only the sole negligence of the City of Sanford and /or Ladies 327, Inc. I agree that this is a binding agreement that is intended to be as broad and inclusive as allowed and shall be governed by, construed, and enforced in accordance with the laws of the State of Florida.

This ____ day of _____, 2023

_____	_____	_____
Authorized Signature	Print Name	Title (President, Treasurer, etc.)

Signed in the presence of two witnesses or a Notary Public:

_____	_____	_____
Witness Print Name	Witness Signature	Date
_____	_____	_____
Witness Print Name	Witness Signature	Date

Sworn to and subscribed before me on this ____ day of _____, 2023.

_____	_____
Notary Public	My Commission Expires

