

VENDOR APPLICATION
44 Annual Panacea Blue Crab Festival
May 4 & 5 2018

Name: _____
 Business Name: _____
 Mailing Address: _____
 City, State, Zip Code: _____
 Phone No: _____ Cell Phone No: _____
 E- Mail Address: _____
 Website: _____
 REPEAT VENDOR Yes No

Brief description of items to be sold or service. Nonprofit list items to be distributed. Food vendors list all items to be sold.

Please check the applicable category below. Do to the poor condition of the electricity in the park electricity will be provided to the food booths first. If Arts & Crafts vendor needs electricity to operate booth(not fans or personal items), please contact committee to confirm availability. 850-984-CRAB or pbcfest@gmail.com. Upgrades to the park will be happening during the summer.

Vendor Fee Schedule

NOTE: Please refer to the Rules & Regulations for complete details

Type of Booth	Cost	Total
<input type="checkbox"/> Arts, Crafts & Merchandise Vendor (15' x 15' booth space)	\$ 55.00	\$ _____
<input type="checkbox"/> Commercial Business or Political Candidate Additional Connected Space (if available)	\$ 35.00	\$ _____
<input type="checkbox"/> Single Food Item (No Seafood)	\$ 65.00	\$ _____
<input type="checkbox"/> Two or More Food Items (No Seafood)	\$125.00	\$ _____
<input type="checkbox"/> Full-Line Seafood (3 booth spaces available)	\$275.00	\$ _____
Is Water Required <input type="checkbox"/> Yes <input type="checkbox"/> No Size of Booth: _____		
<input type="checkbox"/> Children Activities	\$ 50.00 (per unit)	\$ _____
<input type="checkbox"/> Nonprofit Organization (15' x 15' booth space)	\$ 00.00	\$ _____
TOTAL AMOUNT ENCLOSED		\$ _____

This is the first year we will be having a Gospel Sing on Friday Evening. There will not be an additional charge.

Setting up on Friday by 5:30 p.m. Setting up on Saturday by 8:45 a.m.

For Office Use, Only

Date Received: _____ Amount Enclosed: _____ Space #: _____

Special Needs or Request:

RULES & REGULATIONS ACCEPTANCE AND LIABILITY DISCLAIMER

I hereby state that I, _____, have read
(please print)

And agree to abide by the Rules and Regulations as set forth by the Blue Crab Festival Committee and any other regulations as may be established. I understand and agree there will be no refund and that the decisions of the Blue Crab Festival Committee will be final. Furthermore, I hereby release and discharge the Panacea Blue Crab Festival, Inc., Wakulla County of Florida, and all their and all sponsoring organizations, their directors, agents, officers, employees and volunteers from all matters of actions, suits, damages, claims and demands whatsoever in law or equity for any responsibility, personal liability, claims loss or damage arising in any way out of or in conjunction with the undersigned's application to participate in the Panacea Blue Crab Festival. The committee also reserves the right to remove any exhibitor that does not comply with the festival conditions for participation, whose display is not in good taste. I also hereby declare that I have the authority to make such a statement.

Applicant's Signature _____ Date: _____

APPLICANT'S CHECK-OFF LIST PRIOR TO MAILING APPLICATION

DID YOU REMEMBER TO:

- Complete all applicable facets of the Application
- Sign and date the Application
- Sign and date the Liability Disclaimer on the Application
- Enclose a layout sketch for booth space
- Enclose a check or money order
- Enclose proof of liability insurance if a food vendor and Children Activities

Please read carefully the Rules and Regulations of the Blue Crab Festival Committee and retain them for ready reference.

Applications WILL NOT be accepted without signatures and dates where applicable.

PLEASE RETURN APPLICATION TO: P.O. Box 456, Panacea, FL 32346

Please make checks to: Blue Crab Festival

CONTACT TELEPHONE NUMBER: (850) 984-CRAB

For more information, www.bluecrabfest.com

pbcfest@gmail.com

Annual Blue Crab Festival ★ Panacea, Florida ★ May 4 & 5, 2018

Come Join Us

Vendor Rules & Regulations

FOR PARTICIPATING FOOD, ARTS & CRAFTS, COMMERCIAL BUSINESS,
CHILDREN'S GAMES, AND NONPROFIT ORGANIZATIONS

1. Booth space is limited. Therefore, applications will be accepted on a first-come-first-served basis. For late entry, please call 850-984-CRAB to check site availability.
 2. All applications are to be accompanied by a layout sketch and a check or money order. Confirmation of acceptance will be made by email when feasible. If an application is not accepted, the fee will be returned.
 3. Vendors are OBLIGATED to remain open during festival hours which are 9 a.m. until 5:00 p.m. on Saturday.
 4. All items for sale must be listed on the application and will be subject to Committee acceptance. T-shirts bearing crab designs are not to be sold. No items are to be sold that would present a hazard to the public, i.e., firearms, fireworks, sparklers, alcohol, drug paraphernalia, etc. A Committee member will check booths to ensure that all rules and regulations are being met. Non-approved items being offered for sale will result in immediate booth closure and forfeiture of paid fees.
 5. Vendors must not deviate from booth space requested on the application and approved by the Committee. Moving to a different space may result in immediate booth closure and forfeiture of any paid fees. Each space is to contain tie downs, trailer tongues, pop-up windows, etc. Encroachment on adjacent spaces will not be permitted. Sharing of booths will not be permitted.
 6. Alcohol, and/or firearms will not be allowed on sites. No radios, tape players, or loud speakers will be allowed. NO PETS will be allowed, except for licensed seeing-eye guide dogs used by blind persons. NO GENERATORS ALLOWED. (Unless approved by the festival committee).
 7. Vendors will be responsible for collecting and paying the Florida sales tax.
 8. Parking behind booths will be prohibited, with one exception: Vendors having a need for cold storage may park ONE vehicle to be used for that purpose. Overnight camping will not be allowed in the park or the parking lot.
 9. Booth space for NONPROFIT ORGANIZATIONS will be provided on a first-come-first-served basis. The use of the space is not to conflict or compete with paying vendors. No items may be sold. Items for free distribution must be listed on the application. The sale of raffle tickets shall not occur unless pre-approved by the Committee.
 10. Please enter the park via Mount Street on both days. On Saturday, no vehicles will be allowed to enter the park after 8:30 a.m. When signing in, four (4) gate passes will be available to each full-line seafood vendor. Two (2) gate passes will be available to all other vendors. Other workers must purchase tickets at the gate.
 11. The set-up time schedule is as follows:
Friday, May 4 – 11:00 a.m. until 5:30 p.m.
Saturday, May 5 – 7:00 a.m. until 8:45 a.m.
- Set-ups MUST be completed, and all vehicles removed from the park by 5:30 p.m. on Friday and 8:45 a.m. on Saturday for the ticket booth to be placed. Vehicles will not be allowed to return until after the event closes.
- All booths must be removed from the park no later than 5:00 p.m. on Sunday, May 6.
12. Vendors will be responsible for their own trash cleanup during and after the festival. Before leaving the site, please place all trash in a park-designated trash container, leaving the area clean.

THE BLUE CRAB FESTIVAL COMMITTEE APPRECIATES YOUR PARTICIPATION AND COOPERATION.

THANK YOU!

Blue Crab Festival Committee Contact Number: (850) 984-CRAB pbcfest@gmail.com

(OVER)

ADDITIONAL RULES & REGULATIONS FOR FOOD VENDORS

Blue Crab Festival ★ Panacea, Florida ★ May 4 & 5, 2018

1. All food vendors must have current general liability insurance with a minimum coverage of \$100,000. A certificate of insurance is required which includes the Blue Crab Festival as an additional insured. Food vendors must provide proof of liability insurance when submitting an application.
2. Only soft drinks, bottled water and tea can be sold at booths. NO LEMONADE MAYBE SOLD AT BOOTHES.
3. For the convenience of vendors, ice is available at parking lot of Big Top Shopping Center or Crum's.
4. All menu items and their corresponding prices must be posted for public view the day of the festival. Vendors must sell ONLY the items listed on the application and accepted by the Committee. Vendors will be notified regarding accepted menus. NO IMITATION SEAFOOD, CRAB OR OTHER INGREDIENTS, WILL BE ACCEPTED. If such ingredients are found present in the food for sale, the booth will be closed and any paid fees will be forfeited.
5. If necessary for storage of cold food, a vehicle/trailer may be parked behind a full-line seafood booth if space is available. All other vehicles must be removed by 5:30 on Friday and 8:45 a.m. on Saturday.
6. The Committee will not provide or issue free meal vouchers and will not be responsible for payment for any meals for law enforcement personnel, artists, staff members or other parties.
7. If desired, food vendors may use battery power, propane gas, charcoal grills or cookers.
8. Food vendors will be responsible for having a current State of Florida license from the Florida Department of Business and Professional Regulation (DBPR). Any vendor not currently licensed through DBPR will be required to obtain a temporary-event food license through DBPR or the Department of Agriculture. A DBPR representative will be on site to sell temporary licenses and if one is not in force, the vendor will not be allowed to operate. Food vendors operating under a restaurant's license, must have a copy of the license posted at the site.
9. All food booths must comply with State Health Rules and a representative will be on site to inspect booths before the festival is opened.
10. Food vendors will be responsible for maintaining constant booth cleanliness and leaving the site clean. Booth wastewater and/or grease must be contained and disposed of elsewhere, NOT on festival grounds. Please place other garbage in the park's designated trash containers.
11. We do limit the number of duplicated items to be sold.

CRITERIA FOR SELECTION OF FOOD VENDORS

1. Priority will be given to local organizations, businesses, individuals and vendors who have provided satisfactory service at previous festivals.
2. Vendors will be selected with the goal of providing a wide variety of foods, with an emphasis on FRESH FLORIDA SEAFOOD. The Committee reserves the right to limit the number of vendors serving any types of specific items of food.
3. Originality in a vendor's menu will be considered in making selections.