



Food Vendor Application
***** READ CAREFULLY! *****

Food Vendor Application

UNTAPPED CRAFT BEER & ARTS EVENT is held the first Friday of the month from 6:00 pm to 9:00 pm
41 NE 1st Street; Pompano Beach, FL 33060. It is located in Old Town, at the corner of 1st Avenue and 1st Street.

ALL applications must be turned into: untappedpompano@gmail.com

City of Pompano Beach, 100 West Atlantic Blvd. Suite 276; Pompano Beach, FL 33060 (954) 786-7824.

**ALL applications must be accompanied by three (3) non-returnable photos of the vendor booth/product.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

- A Selection Committee, chosen by the City, will review, evaluate and score all completed applications based on the following: Quality, Presentation & Food items/Corresponding prices.
- Applicants will be notified of acceptance by phone or email.
- Accepted food vendors will be provided with a 10' X 10' space.
- Accepted food vendors are responsible for obtaining any required state, county or city license(s) as well as insurance. Food vendors are responsible for the cost of the license(s) and must obtain them prior to participating at Untapped Craft Beer & Arts Event

Required

1. A copy of your restaurant license or your mobile vendor's license, both current and issued by the Department of Agriculture, Hotel and Restaurant Division. (if applicable)
2. A DBPR license.(if applicable)
3. A copy of current business general liability insurance.

-OR-

Must follow rules & regulations set forth by the Department of State for Cottage industry products.

PLEASE PRINT CLEARLY

Name(s): _____

Business Name(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Home: () - _____ Business: () - _____ Cell: () _____

Email Address: _____

Please circle your food categories:

American (Hotdog, Hamburger, etc.)

Barbeque

Caribbean

Latin

Dessert (Smoothie, Ice Cream, etc.)

Other

List ALL food items (maximum 5 items) you wish to sell and the price. ONLY THOSE PRODUCTS LISTED AND **APPROVED** WILL BE ALLOWED TO BE SOLD

- Must provide signage stating the vendor company name; list the food products and prices available.
- No other signage will be allowed.
- Only approved items will be listed and can be sold.
- Prices cannot change during the event.

PRICE

1. _____	<input type="text"/>
2. _____	<input type="text"/>
3. _____	<input type="text"/>
4. _____	<input type="text"/>
5. _____	<input type="text"/>

AGREEMENT

- I agree to sell only those products approved by City of Pompano Beach Community Events Staff.
- I agree to not sell alcoholic beverages, soda, water or iced tea.
- I acknowledge full responsibility for all my activities at Untapped Craft Beer & Arts Event and for those employed or assisting in my vendor’s space and I agree to defend, hold harmless and indemnify the City of Pompano Beach and Untapped Craft Beer & Arts Event from any liability, cost damage or expense which arise from my, my employee’s or my agent’s involvement and operation at Untapped Craft Beer & Arts Event or use of the vendor’s space.
- I acknowledge that I will not be a vendor until the City of Pompano Beach has received all permits, licenses, fees and insurance as scheduled and outlined.
- I acknowledge that this agreement is a license and a privilege, and that no leasehold, easement or other interest in land is conferred upon the vendor under the provisions hereof. The City shall have the right to revoke this license for any reason, in the City’s sole discretion.
- There is NO Electric available within the event site. Only gas grills & equipment.
- All applications including those vendors who have submitted for Untapped Craft Beer & Arts Event before must be complete in all details and received by the application deadline accompanied by three (3) non-returnable photos of the vendor booth/product. **Incomplete applications will not be accepted!**
- Disclosure and Disclaimer: The City and its representatives shall have no obligation or liability with respect to this application or the vendor selection and award process contemplated hereunder. Neither the City nor its representatives warrant or represent that any award or recommendation will be made as a result of accepting applications and further make no representation as to the exclusivity of any vendor selection. No warranty or representation is made by the City that any application conforming to these requirements will be selected for consideration or approval. The City may accept or reject any applications, may select one or more vendors for a specific selection, may cancel the selection and any such action or other action taken by the City in response to applications submitted or in making a selection or failure or refusal to make any selection shall be without any liability on the part of the City or its agents. The City may request formal presentations by the vendors which may be made before a selection committee and which may include one or more vendor applicants. The City reserves the right to select the vendor which in the opinion and sole discretion of the City will be in the best interest of

and/or most advantageous to the City. Any vendor applicant who submits an application fully acknowledges all the provisions of this Discloser and Disclaimer and agrees to be bound by the terms hereof.

- I have read and understand the terms and conditions described on this application and contract.

RULES, REGULATIONS, TERMS AND CONDITIONS

IMPORTANT: EACH ITEM must be signed, acknowledging your agreement to comply with each item described. PLEASE RETURN ONE SIGNED COPY.

1 VENDOR EQUIPMENT

- It is the vendor’s responsibility to supply all food cooking equipment and supplies including electrical cords, lighting, cash banks and chairs, display materials, etc.
- The space must be clean and tables must be covered with floor length linen.
- It is an outdoor show; all exhibitors must provide their own means to display which are sturdy enough to withstand crowds, winds and weather conditions.
- Vendors are asked not to bring their own generators. Gas grills & equipment only.

Signature

2 VENDOR BOOTH SPACE

- City of Pompano Beach, Untapped Craft Beer & Arts Event Staff will work with vendors on site location; however, City of Pompano Beach Untapped Craft Beer & Arts Event Staff reserves the right to assign location of booth space rented.
- No subletting or sharing of space is permitted.
- Vendor’s products and set-up must not be placed beyond booth space boundaries.
- Any items that are on display must have been approved prior to selling.

- Currently there are no vendor fees, however; this is subject to change.
Please note: Failure to show may result in expulsion from future events.

Signature

RULES, REGULATIONS, TERMS AND CONDITIONS (continued)

3 SET UP / BREAKDOWN / CLEAN-UP

- SET-UP begins at 3:00 PM and every vendor MUST be completely set-up by 5:15 PM, car/van removed, and booth fully operational and displayed.
- BREAKDOWN starts at 9:00 PM. If vendor sells out, the vendor **MUST** remain in vendor’s booth until 9:00 PM. Breakdown before 9:00 PM will result in expulsion from Untapped Craft Beer & Arts Event and prohibition of future participation.
- CLEAN UP – Every item you bring must be removed by you. Please stay at your booth until your employees have completed all clean up. No debris, boxes, etc. shall be left at your booth. Failure to follow this rule will result in a fine and/or expulsion. Sidewalk, pavers and pavement must not be damaged or soiled.

4 MISCELLANEOUS RULES

- Vendor booths are always subject to change and relocation at the Untapped Craft Beer & Arts Event Staff's discretion.
- No sales, use or possession of alcoholic beverages is permitted.
- Vendors are responsible for collecting their own sales tax.
- Rules are subject to change without advance notice.

Signature

ENFORCEMENT OF RULES

1. Untapped Craft Beer & Arts Event management is responsible for enforcing the above stated rules. Violations and recommendations are at the direction and enforcement of Untapped Craft Beer & Arts Event Staff on-site.
2. Complaints regarding product legitimacy, operational detail or conduct of another vendor must be submitted in writing to the Untapped Craft Beer & Arts Event Management for resolution.
3. I have reviewed and signed each of the Pompano Beach Untapped Craft Beer & Arts Event regulations indicating that I agree to abide by said rules and regulations. Further, I understand that any violations of these rules or hazards will cause immediate revocation of my Untapped Craft Beer & Arts Event agreement

Applicant's Name (Print)

Signature

Date

*** All vendors MUST submit a complete application for review. Incomplete applications will not be accepted. Untapped Craft Beer & Arts Event will not notify applicants of pending items due if incomplete.**

Complete applications must include:

- All application pages signed
- (3) pictures of booth/food products
- Additional documents required will be due upon acceptance.

Please email or Fax the finished application to: untappedpompano@gmail.com

Any questions contact Shanna Benson at (954) 786-7824

Shanna Benson, City of Pompano Beach, 100 West Atlantic Blvd. Suite 276, Pompano Beach, FL 33060