

HURRICANE EXPO VENDOR APPLICATION

Please complete application for event; sign the application and return it (first 3 pages, signed and initialed) with your fee, **proof of insurance**, and **photo of set-up**. Check or Money Order made payable to GNPRMS. Or call our office to process Visa or MasterCard payments.

HURRICANE EXPO VENDOR SPACE IS 12'X12' @ \$150.00 PER SPACE (unless otherwise noted)

EVENT	DATE(s)		TIME(s)
_____ COTEE RIVER SEAFEST	April 22, 2016	Friday	05:00pm – 11:00pm
_____ COTEE RIVER SEAFEST	April 23, 2016	Saturday	10:00am – 11:00pm
_____ COTEE RIVER SEAFEST	April 24, 2016	Sunday	10:00am – 06:00pm

FIRST, LAST NAME: _____

DBA OR BUSINESS NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

DAY TIME PHONE: (____) _____ CONTACT PHONE: (____) _____

EMAIL ADDRESS: _____

WEBSITE: _____

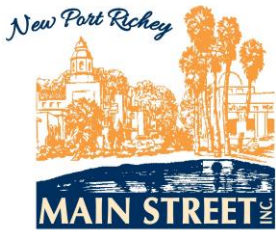
VALID SALES TAX CERTIFICATE NUMBER (IF APPLICABLE): _____

DESCRIPTION OF ITEMS AND/OR SERVICES: **MUST SHOW PHOTOS OF BOOTH DISPLAY!** _____

Oversized _____ Tent _____ Trailer _____ Other _____

ANY FRONT FOOTAGE OVER 12' WILL HAVE AN ADDITIONAL CHARGE OF \$10 PER FOOT.
PLEASE INCLUDE THIS IN YOUR PAYMENT.

PLEASE NOTE: YOU ARE RESPONSIBLE TO MEET ALL FIRE SAFETY REGULATIONS AS SET FORTH IN THE "FIRE SAFETY RULES" ON PAGE 4. YOU MUST HAVE A LABEL, CERTIFICATE OR FIRE RATING TAG AFFIXED TO THE TENT OR IN YOUR POSSESSION. EXTENSION CORDS MUST BE 10 GAUGE 3-WIRE WITH GROUND WHEN CONNECTING TO ANY ELECTRICAL SOURCE.



HURRICANE EXPO VENDOR APPLICATION

RULES & REGULATIONS:

Event will be held Rain or Shine. NO Refunds. NO Rain Dates.

LOGISTICS AND REQUIREMENTS:

The Greater New Port Richey Main Street, Inc. reserves the right to refuse admittance to any vendor whose product and/or work is deemed offensive or of questionable taste. Greater New Port Richey Main Street, Inc. reserves the right to selection & limitations of vendors. Each participant is responsible for collecting Florida State sales tax and reporting it to the Florida Department of Revenue. Each participant is responsible for their own display and must be open during advertised hours of the event. All vehicles must be removed from show area an hour prior to start of event. All participants must be registered, no exceptions. Spaces may not be shared. Tents, tables, chairs or devices for serving are the sole responsibility of the individual participant. Assigned sites may be reassigned at the discretion of Main Street or its representatives.

FEES: ALL FEES ARE NON-REFUNDABLE.

THE REGISTRATION FEE IS PER 12' x 12' SPACE. If you require more space please indicate that on the application and be prepared to pay additional fee*. **Each additional site requires an additional \$150.00 registration fee.**

SPACE SIZE:

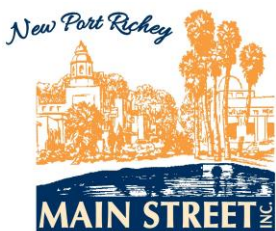
Spaces are a total area of 12' X 12'. This includes any tent ropes that must be marked by ribbons or plants so others do not trip over them. Be prepared to set up on asphalt or grass.

SET UP:

Vendor must follow all rules and regulations as outlined by City, County and State Health Department. Please check in at the registration booth on site for your location.

BREAKDOWN AND CLEAN UP:

Each vendor is required to break down their booth after the close of the event. Leaving prior to end of show will jeopardize participating in future events. Booths, tents, displays, trash etc. left until the next day may be charged a substantial additional amount in clean up fees and/or penalties. Clean up of booths and surrounding areas is the responsibility of the vendor. Any clean up by the City of New Port Richey, or an agent of the GNPRMS, is a minimum rate of \$25.00 per hour with a 4 hour minimum.



HURRICANE EXPO VENDOR APPLICATION

GENERAL RELEASE: (Must sign and return with each application)

I, (please print name) _____ agree to the rules states in this agreement between myself and GREATER NEW PORT RICHEY MAIN STREET, INC. (GNPRMS). I also agree to indemnify, defend, and hold harmless GNPRMS, the CITY OF NEW PORT RICHEY, any and all SPONSORS and any and all members or agents from all claims, injuries, damages or actions caused or suffered by the exhibitor arising out of the activity or participation of the exhibitor in connection with this event. I also as the exhibitor agree to save and hold harmless GNPRMS, the CITY OF NEW PORT RICHEY, any and all SPONSORS and any and all members or agents, for the damage of or loss of personal property and or effects of the exhibitor stored, used or sold during the activity which the exhibitor was a participant in. Florida State Tax collection is the responsibility of each vendor.

APPLICANTS SIGNATURE: _____ DATE: _____

I have read and understood the fire safety rules.

(Signature)

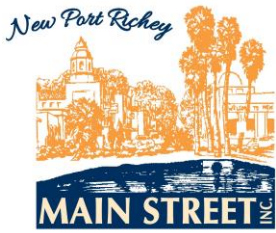
I have read and accepted the conditions of inspection.

(Signature)

PLEASE INCLUDE THE FOLLOWING:

- _____ (Initials) Application form signed and completed
- _____ (Initials) Proof of "Certificate of Insurance"
- _____ (Initials) Copy of Valid Sales Tax Certificate Number (if applicable)
- _____ (Initials) Photo of booth display
- _____ (Initials) Menu with prices (if applicable)
- _____ (Initials) Registration Fee (Check or Money Order; we also accept MasterCard and Visa over the phone at 727.842.8066.

Failure to submit any of the above information for each event, may result in application rejection.



HURRICANE EXPO VENDOR APPLICATION

Mail completed application with a check or money order (made payable to GNPRMS) for the registration/site fee and any additional services to:

GREATER NEW PORT RICHEY MAIN STREET, INC.

5919 Main Street

New Port Richey, Florida 34652

OR

IF YOU PREFER TO PAY BY VISA OR MASTERCARD, CALL THE OFFICE 727.842.8066

(There will be a fee of \$35.00 charged for any return check; no exceptions).

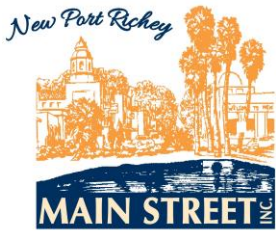
Selection of vendors is at the sole discretion of Greater New Port Richey Main Street, Inc.

Some limitation of vendors per category is at the discretion of GNPRMS.

Confirmed vendors will be notified by mail or email.

Please refer any questions or concerns to: events@gnprmainstreet.com or 727-842-8066.

THANK YOU FOR YOUR PARTICIPATION



HURRICANE EXPO VENDOR APPLICATION

FIRE MARSHALL, City of New Port Richey FIRE SAFETY RULES Vendor requirements for Special Events

Inspections shall be conducted no later than **an hour before the start of the event** unless alternative arrangements have been approved by the City Officials. All vendors must comply with the following at time of inspection:

- Tents:
 - Must conform with all applicable codes and requirements
 - Must be fire rated if over 10'x10' **OR** used for cooking of any type
 - **Must have label, certification or fire rating tag affixed to the tent fabric**
 - Must be located at least 10 ft. from any existing structure
 - Must be properly secured and/or anchored to prevent harm in weather-related event
- Portable ABC fire extinguisher:
 - Extinguisher must be properly inspected, serviced, and tagged as required by law
 - Must be located within 10' of cooking area
 - Extinguishers must be 5lbs or greater in size
- K type portable fire extinguisher if cooking with fryer or emitting grease laden vapors:
 - Extinguisher must be properly inspected, serviced, and tagged as required by law
 - Extinguisher must be a minimum of 2.5 gallons or greater in size
- LP gas cylinders:
 - Properly anchored and secured as required by NFPA 34
 - Must be on solid surface
 - 3 point anchoring is recommended for larger tanks
 - Must be protected from vehicular traffic
- Cooking equipment:
 - Must be away from combustible material, and be in good working order
 - Must not obstruct walkways or exits
 - Maintain access to disconnect fuel supply or electric
- Electrical:
 - Must conform to requirements of National Electrical Code
 - **Extension cords must be 10 gauge 3-wire with ground when connecting to electrical source**
 - Generators and outdoor wiring must have GFI protection and must be quiet
 - All multi-taps shall be surge protected (Ex: 3 or 4 way splitters, power strips, etc.)

For additional information, please contact: City of New Port Richey Fire Department – 727-853-1032 or the Development Department – 727-853-1047.