

BE A



2015

Georgefest Vendor



Friday, February 27th, Saturday, February 28th and Sunday, March 1, 2015

Vendor Information and Application

Thank you for your interest in our 113th Georgefest. The 2015 theme is "From Sea to Shinning Sea." We are excited to celebrate this year, and are planning some new events and activities. Please note: This year the festival will run from 3 - 10 p.m. Friday, 9 a.m. – 10 p.m. Saturday and 9 a.m. – 4 p.m. Sunday in Historic Downtown Eustis.

Vendor Spaces

This is a three-day event, and you will be expected to remain set-up through 4 p.m. Sunday, March 1. Breakdown will not begin until 4 p.m. Sunday. **THIS IS TO ENSURE THE SAFETY OF OTHER VENDORS AND FESTIVAL ATTENDEES!**

If you have participated in Georgefest in the past please note there is a deposit fee required this year and **NO ONE** will be permitted to move their booth until **AFTER** the event has finished. If you have an emergency situation, you may send someone to pick up you booth Sunday after the event closes.

Vendor fees include a \$50 deposit that is refundable at the END of the Festival. If you remain set-up through 4 p.m. Sunday, you receive your deposit back. If you tear down your booth or leave it unmanned during the festival you will forfeit your deposit.

I have read and understand the Vendor Space policy.
_____ (Initial please)

Cancellation Policy

Cancellations **MUST** be received 30 business days prior to the beginning of the festival (1/27/2015). Refunds for cancellations after that date will be at the discretion of the Executive Director of the Lake Eustis Area Chamber of Commerce and you may not receive a refund.

I have read and understand the cancellation policy.
_____ (Initial please)

Vendor Packages

Food Vendor - \$275

- Whatever food or drink items you are approved to sell will be exclusive to you. **You will be required to furnish a complete description of each item so there will be no conflicts.** ALL vendors may sell drinks of any kind except for alcohol. **Menu approval will come on a First Come, First Paid basis.**
- Food vendors must provide a certificate of insurance with application to be considered for a vendor space. (\$1,000,000 naming the Chamber and the City of Eustis as additionally insured.)
- Food spaces are 10 x 10 and an additional 10 feet can be reserved for \$50.

Arts/Crafts/Services Vendor - \$175

- **You will be required to furnish a complete description of the items you are selling so we can locate similar vendors in different areas.**
- Spaces are limited and will be **approved a First Come, First Paid basis.**
- Arts/Crafts/Services spaces are 10 x 10 and an additional 10 feet can be reserved for \$50.

Non Profit Vendor - \$125

- Spaces are limited and will be **approved a First Come, First Paid basis.**
- **You MUST include a copy of your 501(c)3 or 501(c)6 status to receive the Non Profit rate.**
- If you will selling any type of item in your booth, you must include that information on the vendor form.
- Non Profit spaces are 10 x 10 and an additional 10 feet can be reserved for \$50.

Vendor Application

- Food Vendor (\$275 this includes refundable deposit) Non Profit Vendor (\$125 this includes refundable deposit)
- Arts/Crafts/Services Vendor (\$175 this includes refundable deposit)

Vendor spaces are LIMITED and are available on a FIRST COME, FIRST PAID BASIS – NO EXCEPTIONS

ALL forms must be submitted by February 6, 2015.

Vendor Information

Vendor Business Name: _____

Owner/Manager Name: _____ Business Phone: _____

Address: _____ Suite/Apt: _____

City: _____ State: _____ Zip: _____

Email: _____ (If you are a 501(c)3 you MUST include a copy of your certificate with your application)

Tent/Trailer Information and Electricity requirements

I have a: 10 x 10 Tent 10 x 20 Tent Trailer 10 x 10 Tent and Trailer

(Total Size: Length _____ (MUST INCLUDE TONGUE) Width: _____)

I need access to a: 110 or 220/30 outlet

(Each vendor will be provided with ONE outlet. You may add additional 110 outlets for \$25 per outlet needed. Please note a minimum of a 100-foot extension cord is recommend.)

If you have access to a generator you are willing to use please initial here _____ (Fees will be reduced if we ask you to use a generator).

Payment Information

Enclosed is a check in the amount of \$ _____ (payable to the Lake Eustis Area Chamber of Commerce)

Payments made AFTER the February 6, 2015 deadline must be made by credit card or cash. Checks WILL NOT be accepted.

Please charge my credit card in the amount of \$ _____

Card number: _____ exp. date: _____ CVC code: _____

Name as it appears on the card: _____ Signature: _____

Please return this form and payment to:
The Lake Eustis Area Chamber of Commerce
1520 S. Bay Street
Eustis, FL. 32736
receptionist@eustischamber.org

Additional Information

Vendor Spaces

Tent tie-downs, trailer hitches, campers, canopies and other parts of your display **MUST** fit within your vendor space area. If you need a second space you may purchase one additional space (this is based on space availability). **We will not be accepting location requests this year.**

Vendors are responsible for providing their own all-weather outside extension power cord (minimum of 100-feet is recommended). The use of generators is highly encouraged, but they should be located on the rear area. Extra vehicles will require an extra space fee.

Agreement

The undersigned agrees that he/she has read and understands the Rules and Regulations of the event and will comply with all the rules and regulations described. Also, the undersigned understands that noncompliance will result in removal of the vendor. The undersigned further certifies that he/she is the responsible person referred to in the Rules and that he/she is authorized to execute on behalf of the business, and accept legal process on behalf of the business. The undersigned also agrees to indemnify and hold harmless the Lake Eustis Area Chamber of Commerce, the City of Eustis, building owners and tenants.

I, _____(vendor), understand that I will not be allocated space until all of the specified documentation is on file in the office of the Lake Eustis Area Chamber of Commerce and all fees have been paid. I understand that all fees are non-refundable.

The undersigned agrees to meet the regulations and to pay applicable fees to Florida Dept. of Business & Professional Regulation the day of the event.

RESERVATION INFORMATION

A confirmation email will be sent once payment and a completed application is received. Vendors will receive an email with information regarding when and where to check in for the event. Booth assignments will be provided at check in. Space assignments will NOT be given out before check-in.

YOUR APPLICATION IS NOT CONSIDERED COMPLETE AND APPROVED UNTIL ALL PAPERWORK HAS BEEN SUBMITTED AND PAYMENT HAS BEEN MADE!

MAKE CHECKS PAYABLE TO:
Lake Eustis Area Chamber of Commerce
1520 s. Bay St., Eustis, FL 32726
352-357-3434 Phone 352-357-1392 Fax