



# HERITAGE FESTIVAL Vendor Application OCTOBER 16<sup>TH</sup> AND 17<sup>TH</sup>, 2010

Bryant Park, Lake Worth

PO BOX 832013 Delray Beach, FL 33483  
Suzanne Haley, Vendor Coordinator  
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## ARTIST & CRAFT VENDOR

COMPANY NAME: \_\_\_\_\_ YOUR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

List products that will be displayed and/or sold (**ONLY ITEMS LISTED HERE WILL BE PERMITTED FOR SALE**):

\_\_\_\_\_  
\_\_\_\_\_

**NOTE:** Space assignments for approved applicants accepted by LM Productions will be determined by the order in which they are received. **Photo of booth or product must be submitted.** No space assignment will be made without full payment and approval of your insurance requirements.

**BOOTH REQUIREMENTS:** Booth fee is for a 10'x10' space only and vendor must supply approved tent, lights, tables, and chairs or optional rental package is available at an additional cost. Electricity is included for lighting only but vendor must supply their own lights (fluorescent/energy efficient) and extension cords (min.#12 gauge/25 ft) for hook-up.

Any special requests? \_\_\_\_\_

Vendor fee postmarked:	BEFORE Aug. 31 <sup>st</sup>	Early Bird Price	\$ 75.00	\$ _____
	AFTER Aug. 31 <sup>st</sup>	Regular Show Price	\$100.00	\$ _____
	AFTER Sept. 30 <sup>th</sup>	Last Minute Price	\$125.00	\$ _____
Optional Rental Package:	Tent, table, 2 chairs, and lights (side flaps are NOT included)		\$ 200.00	\$ _____
			<b>TOTAL</b>	\$ _____

Enclosed is my check for full payment. Must be received before **September 30, 2010** and be made payable to "Greater Lake Worth Chamber of Commerce"

Please charge my credit card for full payment \_\_\_\_\_ Visa \_\_\_\_\_ Mastercard

Name \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security code \_\_\_\_\_

Acct # \_\_\_\_\_ Signature \_\_\_\_\_

For more information on Heritage Fest visit us on the web at [www.lwchamber.com](http://www.lwchamber.com)

# VENDOR RULES AND REGULATIONS

SIGN AND DATE THIS FORM AND SUBMIT IT WITH YOUR APPLICATION

1. Tent must be 10 x10 in good condition and you must use weights as no stakes are allowed. You must include photo of booth or product for placement.
2. You must adhere to hours for the event Saturday 12 noon - 10pm and Sunday 12 noon – 7pm. Participation is required on both days. Early breakdown will result in exclusion from ANY of our future events.
3. Set up: 7am to 10 am. **ALL VEHICLES WILL BE REMOVED BY 10 AM.**
4. You must be set-up for inspections 2 hours prior to announced opening time on Saturday and open for business 1 hour prior on Sunday.
5. You, your staff, and your booth must remain neat, clean, and kept in an orderly fashion. One vendor is allowed per space. Exhibits and displays must be contained within your booth space. Conduct and displays must be appropriate. No garbage/boxes/etc. may be in view. All boxes must be broken down before discarding.
6. Vendors are responsible for having appropriate licenses and collecting 6.5% sales tax.
7. No beverages may be sold by any vendor unless specifically approved on the application.
8. No handmade signs are allowed. If you are using tables, make sure they are properly covered.
9. Once your application is approved no refunds will be issued.
10. The event staff and Greater Lake Worth Chamber of Commerce will not be liable for any losses or damages of any kind that occur at your booth.
11. If you are sampling an approved food product, you must provide a copy of your liability insurance with Greater Lake Worth Chamber of Commerce and Large Marge Productions listed as an additional insured. Please FAX to 561-665-5027.
12. There are no refunds on deposits or for cancellation of event due to rain or acts of God.
13. Only items listed and approved on this application will be allowed to be sold at the event.

## APPLICATION CHECKLIST:

- Completed vendor application including signed Vendor Rules and Regulations
- Photos of your booth/merchandise
- Postage paid envelope to return your photos
- Full payment for applicable booth fee/tent rental by deadlines to receive discounts

I would like to participate in Lake Worth's Heritage Festival on October 16 and 17, 2010. I agree to abide by all of management's rules and regulations. I understand this contract will be legally binding between two parties once the application has been accepted. Vendors should insure their own exhibit and display materials. Greater Lake Worth Chamber of Commerce and Large Marge Productions does not and will not assume liability for theft, injury, not any other accident that may occur during the event to visitors or vendors

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Completed application packages should be mailed to:

Lake Worth Heritage Festival  
PO BOX 832013  
Delray Beach, FL 33483

OR **FAXED** to 561-665-5027

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