

2nd & 4th Saturday Markets in Downtown Winter Haven **APPLICATION AND RULES / REGULATIONS - 2020/2021**

You MUST FIRST email us this vendor form with all the information about your business, provide us with 3-5 pictures of your products and booth set up to see if you qualify, and space is available for your products or services. We will only respond to emails that provide us with all the info required from the Rules and Regulations (R&R). You are responsible for reading the R&R. Central Florida Event Vendors won't issue refunds/vendor credit for any events canceled due to circumstances out of our control, Rule #11.

Market Dates from Sept 2020 to June 2021:

Sept 12 & 26
Oct 10 & 24
Nov 14
Dec 12 & 19
Jan 9 & 23
Feb 13 & 27
March 13 & 27
April 10 & 24
May 8 & 22
June 12 & 19

Please note that most markets take place on the 2nd & 4th Saturdays of the month; Dec & June are on the 2nd & 3rd Saturday due to other events in the city or holidays. The Saturday Markets take place in the Central Park, and will be opened to the public from 9 a.m. – 3 p.m. Vendor set up times are from 7:15am - 8:30 am. GPS / Mapquest market location: Central Park, 41 5th St NW, Winter Haven, FL. 33881

NAME _____

BIZ NAME _____

PRODUCTS/ SERVICES SOLD _____

WEBSITE / FB PAGE _____

STREET ADDRESS _____

EMAIL _____

CELL # _____

I have read and printed my initials in all the rules and regulations listed below (1-20) and agree to abide by them:

X _____

Send this application and Rules & Regulations with your payment, check or money order to:

Central Florida Event Vendors, 523 7th St NE, Winter Haven, FL. 33881.

Contact market manager, Sergio Cruz, at 863ArtFest@gmail.com. If—and only if, please—your issue is very urgent please call or text 863-258-3561. Email is the preferred method of contact.

Winter Haven Saturday Markets Rules & Regulations

You are **responsible** to read our market rules thoroughly.

1. VENDORS NOT ALLOWED TO SMOKE IN OUR MARKET PREMISES. We are providing our community with a family/ pet-friendly, and healthy market place.
2. THE SALE, USE, AND CONSUMPTION OF ALCOHOL IS PROHIBITED AT OUR MARKETS.
3. This is NOT A FLEA MARKET event. However, many resales will be permitted, including fair trade items. All vendors applying for the market have to be approved by manager.
4. **EXCLUSIVITY WILL ONLY APPLY TO** third party vendors of a particular brand (i.e. there will not be two Origami Owl vendors, LulaRoe, Scentsy, etc, at the same market), and other products at manager's discretion. These third party vendors **MUST PREPAY for whole season**.
5. ALL Vendors are required to furnish their own canopy, tables, and FOUR weights of 20 lbs each for holding canopy down. No anchoring of canopy to the ground allowed. No weights = no set up.
6. Market hours are 9 a.m. – 3 p.m. Vendors may begin set-up at 7:15 a.m. but no later than 8:30 a.m. All vendors MUST break down beginning at 3 p.m. and be out by 4 p.m. All vendors MUST clean their spaces before leaving. No trash left behind, please.
7. Unload, park car for the day, and then set up: In the morning, vendors pulling in with their vehicles must drop off everything in their assigned space and then go park their vehicle right away to prevent traffic jams. Vendors will be given a specific space for their canopy for the market when they arrive.
PLEASE DO NOT PARK AROUND THE MARKET. THOSE SPOTS ARE ONLY FOR CUSTOMERS. MORE SPACES OPEN AROUND THE ACTUAL MARKET = MORE CUSTOMERS.
8. Any literature given out must be picked up in the booth space, there will be no literature handed out while walking around the event. Equally, no yelling at passersby to come visit your booth. Please be courteous.
9. FOOD: All vendors preparing and serving food on site must comply with general liability insurance, all required permits and licenses, including the Food Mobile Permit of City of WH. Contact WH City Hall for your FMP. All vendors are responsible for collecting and reporting all sales tax.
10. FOOD: Any packaged food items that fall under the Florida Cottage Food Law must follow the state's guidelines: www.freshfromflorida.com.
11. CFEV is not responsible nor accountable for any refunds for any event cancellations that are out of our control such as: bad weather, pandemics, and local government shut downs. No refund/ No credit.
12. SOLICITATION OF MARKET VENDORS BY NON-VENDORS IS NOT ALLOWED WITHOUT MANAGER APPROVAL. ALL VENDORS MUST REFUSE TO TAKE ANY SOLICITATION AND REPORT IT TO MARKET MANAGER IMMEDIATELY.
13. Monthly vendor fee for fresh goods, artisans, crafters, vintage, fair trade goods, local authors, gourmet products, cottage industry, etc, is \$70. (See #17 for fee discounts.) All designated spaces are 10x10 and don't include electricity. Electricity will be provided with an extra \$5 charge per day and is very limited. You must notify market manager ahead to reserve the electricity if available. Single date fees are \$45 per one 10x10 space in these categories if space is available. Only the space is provided; you must provide 10x10 canopy, and any necessary tables, chairs, etc.

14. Food vendors (cold or hot / non-cottage industry) under a canopy, or with small cart are \$100 per month (\$70 single date). Food trucks are \$150 per month (\$90 single date.)
15. Small local biz, companies, and non-profit organizations are \$100 per month (one space). "Small" is defined as 5 employees or less. Single date fee is \$70 per one 10x10 space.
16. Large companies, corporations, and non-profit organizations are \$150 per month for one space (\$100 single date). "Large" is defined as 6 employees or more.

17. SAVE RENT MONEY WHEN PREPAID QUARTERLY!

- A. \$170 per one space for rule #13.
 - B. \$270 food vendor under one canopy, \$400 for food truck. Applies to rule #14.
 - C. \$270 for one space for rule #15.
 - D. \$410 for one space for rule #16.
18. Vendors submitting payment for event are committed to attending it and there will be NO REFUNDS/ NO CREDIT if they canceled.
 19. Vendors committed for event: NO SHOW – NO CALL will be excluded from future events and will not get a refund if they have credit balance available.
 20. BOUNCED CHECKS: Vendors will be charged a \$50 inconvenience fee on top of their rental fee for any bad checks, and will be required to send only money orders after that to pay for their space(s).