



CALL FOR VENDORS & ARTISTS MULTICULTURAL FESTIVAL

SEPTEMBER 25, 2022 • 2:00PM–8:00PM
BICENTENNIAL PARK

FAMILY FRIENDLY • KIDS ZONE
EXHIBITOR VENDORS • FOOD VENDORS
ENTERTAINMENT FOR EVERYONE!

We are looking for vendors/exhibitors (food, art, clothing, etc.) and participants to be a part of our parade to represent their heritage in Carnival costumes. For a vendor application or more information, call **561-845-4070** or email Leticia Neeley at lneeley@rivierabeach.org.





CITY OF RIVIERA BEACH EVENT FOOD, TRUCK, EXHIBIT VENDOR FORM

RULES, REGULATIONS & GENERAL INFORMATION

The City of Riviera Beach invites you to participate as a vendor at the Multicultural Festival. The event will take place on Sunday, September 25, 2022 at the Marina Village. The City of Riviera Beach Parks and Recreation Department is looking for a variety of cultural and ethnic food, exhibitor's/art vendors representing groups from around the world. **Space is limited and the City reserves the right to accept or deny any Food, Exhibit/Art vendor applications. Parks and Recreation Dept. will notify selected vendors no later than September 1, 2022.** Return completed application with all required documents to the Parks & Rec. Administrative Office located at 1621 Blue Heron Blvd. Riviera Beach, FL 33404. **This application does not guarantee selection of being an approved vendor. Vending applications will be reviewed for selection and approval.**

Terms and Conditions: By submitting this application, vendor certifies they have read and will abide by the rules and conditions listed below.

The event will be held on: **Sunday, September 25, 2022**

- ☐ **Event location:** Bicentennial Park 190 East 13th Street, Riviera Beach, FL 33404
- ☐ **There is a vendor fee. Limited space available.**
 - **10x10 Tent (Food) \$150.00**
 - **Food Truck/Trailer \$250.00**
 - **10x10 Tent (Exhibit/Art) \$100.00**
 - **Cart \$100.00**
- ☐ The City will assign food or exhibitor/art vendor spaces. Sharing Food and/or Exhibitor/Art spaces or subletting vendor spaces is strictly prohibited. All decisions regarding food, vendor location placement are final.
- ☐ The City reserves the right to determine whether the Food and/or Exhibitor/Art vendor booths meet the requirements.
- ☐ The City reserves the right to determine whether Food and/or Exhibitor/Art vendor booth merchandise meets the retail market criteria for resale.
- ☐ Food and/or Exhibitor/Art vendors are permitted to have a maximum of three (3) employees working in the booth during the event.

*****Please initial beside each bullet point*****

- ☐ Food and/or Exhibitor/Art booths must look professional and inviting. All tables must be covered with a tablecloth and skirted to the ground. _____
- ☐ The City reserves the right to refuse Food and/or Exhibitor/Art vendors based on product sold in order to ensure variety. _____
- ☐ Food and/or Exhibitor/Art vendors must follow all guidelines and regulations set by the State, County, and City for vendors, including obtaining any required permits. _____
- ☐ Vendor is to provide adequate lighting for evening. _____
- ☐ **ALL Food Vendors:** I agree to provide a charged 10lb ABC fire extinguisher, and if frying, a working, up to date class K fire extinguisher in my location. _____
- ☐ The City will not provide an electrical source. All vendors must provide an inverter quiet generator (must be at inspection). _____
- ☐ I (vendor) agree to produce at my own expense, any and all state, county and/or city licenses which may be required, including but not limited to Health Department permits. _____
- ☐ I agree to properly dispose of "gray water" during the event and to properly dispose of cooking grease and oil (NO dumping of grease or gray-water on City grounds.). _____



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- ☐ I agree to place ground cover under all cooking equipment. _____
 - ☐ Food or Exhibitor/Art vendors will be accepted provided all requirements are met and the City approves as a selected vendor. _____
 - ☐ Vendors agree to setup and tear down only at my designated time. Failure to comply will result in the loss of all paid fees and dismissal from future City sponsored vendor opportunities. **Set up is 10:00am to 12:00pm. Breakdown is immediately at the end of the event.**
- ☐ **Insurance Requirement:** I will provide coverage in the amount of \$1,000,000.00 of recovery Commercial General Liability Insurance naming the **City as an additional insurer**: Address: City of Riviera Beach; 600 West Blue Heron Blvd. Riviera Beach, FL 33404. _____
- ☐ In case of inclement weather, the event may be postponed or cancelled. The City of Riviera is not responsible for any monetary losses that may incur if all or part of the event is cancelled due to weather or if vendor do not attend the event. _____
 - ☐ I understand that the City of Riviera Beach reserve the right to close any vendor for not complying with the Event Rules. _____
 - ☐ **ALL vendors must provide copies of any required licenses** to the Fire Dept. and P&R Department with this application for review and approval. Vendors must follow ALL guidelines and regulations set by the State, County and City for temporary Occupational Licensing Including obtaining any needed permits, not limited to PBCHD Dept. _____
 - ☐ **Approval:** I fully understand submittal of this applications does not confirm I am an approved vendor. However, once the vendor application is reviewed and approved, I will be notified by the P&R admin Office. _____

PARKS AND RECREATION STAFF ONLY			
VENDOR TYPE: SELECT ONE	VENDOR FEE	ASSIGNED SPACE NUMBER	RECEIPT#
FOOD 10X10 TENT (10)	\$150.00		
FOOD TRUCK/TRAILER (4)	\$250.00		
EXHIBIT RETAIL ART (10)	\$100.00		
CART (10)	\$100.00		



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Return completed application with all required documents to:
City of Riviera Beach c/o Parks and Recreation Department
1621 West Blue Heron Blvd., Riviera Beach, Florida 33404
Office #: 561-845-4070

The City will notify all selected vendors by Thursday, September 1, 2022 by 4pm

Cultural/Heritage Representing	
Name of Business	
Street Address	
City/State/Zip	
E-Mail Address	
Contact Person	
Daytime Telephone Number	() -
Evening Telephone Number	() -

Please provide description of the food/exhibit item and suggested price below:

<u>Recommended Menu</u>	
<u>Food/Exhibit Item</u>	<u>Price:</u>

Release and Hold Harmless:

In consideration of allowing participating for myself and anyone entitled to act on my behalf, I waive, and release the City of Riviera Beach, its employees, agents, volunteers, and sponsors of this event from all claims or liabilities of any kind arising from my participation in the event even though that liability may arise out of negligence or carelessness on the part of the persons named in the waiver. I grant permission to all the foregoing entities and persons to use any photography, motion picture, recording, and all or any other record of this event for legitimate purposes. I understand the City of Riviera is not responsible for any monetary losses that may incur if all or part of the event is cancelled due to weather or if I do not attend the event. **The City will not provide an electrical source. All vendors must provide an inverter quiet generator. All vendor fees are non-refundable.**

Applicant Signature

Date

P&R Admin. Staff

Date

For additional information contact: P&R Administrative Office: (561) 845-4070.