



## Treasure Coast Bike Fest Vendor Application

2001 S. KANNER HIGHWAY • STUART, FL 34994 • 772-283-2525 • FAX 772-286-6808

The registration deadline is June 1, 2011. Applications will be reviewed as they are received and participants will be notified within 48 hours. All applications must be accompanied by full payment.

Each booth space is 10'x10' or 10'x15' and no promise of exclusivity is offered. All vendors must erect a tent on the space provided. Tents are available for rent through the Treasure Coast Bike Fest if vendor does not have access to one.

Festival Hours: Saturday, June 11, 2011 10:00 a.m.– 4:00 p.m.

Company Name _____	Description of Menu and Prices
Contact Name _____	_____
Address _____	_____
City _____ State _____ Zip _____	_____
Phone _____ Fax _____	_____
SS# or Tax ID# _____	_____

**Vendors are limited by variety in order to maximize vendor sales.**

Quantity	Total	
_____ 10'x10' food booth \$150 each	_____	Food Booth space will include (1) 110-volt electrical outlet. State any special electrical requirements (see reverse side for details)
_____ 10'x 10' Commercial Space \$75 each	_____	
_____ 10'x10' Arts & Craft Space \$75 each	_____	
_____ 10'x15' booth space(s) at \$200 each	_____	
_____ Feet over 10'x15' at \$30 per foot	_____	
_____ Optional tent rental at \$135 each	_____	
6.5% sales tax	_____	
Total Due	_____	_____

Make checks payable to: ARC of Martin County. Please send photos of merchandise for sale and exhibit display.  
 Mail to: Treasure Coast Bike Fest; c/o ARC of Martin County; 2001 S. Kanner Highway; Stuart, FL 34994  
 Please enclose a self-addressed stamped envelope.

**PARTICIPANT AGREEMENT & RELEASE OF LIBABILITY:**

I \_\_\_\_\_ ELECT TO PARTICPATE AS A VENDOR AT THE TREASURE COAST BIKE FEST. ARC OF MARTIN COUNTY AND THE CITY OF FT PIERCE ARE IN NO WAY, OTHER THAN THROUGH THE USE OF THEIR PROPERTY, INVOLVED IN THE OFFERING OR OPERATION OF OUR FOOD CONCESSION AT THE EVENT; THEREFORE I RELEASE ARC OF MARTIN COUNTY, THE CITY OF FT PIERCE AND ALL SPONSORS FROM ANY LIABILITY THAT I MAY INCUR FROM MY PARTICPATION IN THE TREASURE COAST BIKE FEST. I UNDERSTAND THAT THERE ARE NO RAIN DATES AND THERE ARE NO REFUNDS OR CANCELLATION UNLESS THE FESTIVAL ORGANIZER IS NOTIFIED PRIOR TO 06/01/11; ANY SPACE NOT OCCUPIED BY 9:00 AM June 11, 2011 WILL REVERT TO THE FESTIVAL AND ALL PAYMENTS FORFEITED. THIS AGREEMENT SHALL NOT BE IN FORCE UNTIL SIGNED BY THE ARC OF MARTIN COUNTY AND BY AN AUTHORIZED REPRESENTATIVE OF THE BUSINESS EXHIBITING, AND EXHIBIT CHARGES PAID IN FULL WITH CONTRACT. PARKING LOCATION, CHECK IN TIME AND INSTRUCTIONS WILL BE SENT WITH ACKNOWLEDGEMENT. I ACKNOWLEDGE THAT I AM BOUND BY AND AGREE TO ABIDE BY THE RULES AN REGULATIONS AS STATED ON THIS CONTRACT. CONTRACT DETAILS LISTED ON REVERSE.

**CALL Tracy AT 772-283-2525 FOR ADDITIONAL INFORMATION**

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

Festival Signature \_\_\_\_\_  Approved  Not Approved

Check # \_\_\_\_\_ Date Received \_\_\_\_\_ Check Amount \_\_\_\_\_

Acknowledgement Sent \_\_\_\_\_

**FOR MORE INFORMATION: CALL 772-283-2525, EMAIL THOWSE @ARCMC.ORG  
OR VISIT OUR WEBSITE AT WWW.TREASURECOASTBIKEFEST.COM**

Festival Hours: Saturday, June 11, 2011, 10:00 am-5:00pm

- Set-up: Booth 8:30 a.m. No vehicles will be permitted in the festival area during festival hours and one hour before. No set-up will be permitted without vendor contract. Restock only during non-festival hours. Ice will be available to purchase onsite.
- Insurance: Certificate of Liability Insurance naming ARC of Martin County as additional insured
- Tear Down: No vendor will be allowed to teardown until after the festival ends on June 11, 2011 at 5:00 p.m.
- Trash: Each vendor is required to pick up trash and clean within their booth space. Trash must be placed in plastic bags and set in front of your booth space for pick-up during non-festival hours. Grease and food refuse from concessions must be placed in vendors own containers and disposed of by each vendor OFF PREMISES. Any deviation from this policy will result in the loss of deposit.
- Electrical: Booth space will include (1) 110-volt electrical outlet. Those exhibitors who require added electrical hook-ups or service must indicate on page 1 the number of AMPS the exhibitor expects to draw. Any special services needed will be at the electrician's approval and at exhibitor's expense.
- Items for Sale: Only those items listed on your application and on your approved contract can be sold. Additional items must have prior approval. Vendors must display a menu board with prices including 6.5% state sales tax (min size 2x2) for each booth/cart space for customer convenience.
- Security: Security will be provided at night; however the festival will not be responsible for vandalism or theft of your exhibit or its contents.
- Health & Fire Inspection: Fire, Health, Safety and electrical inspections will be made and your exhibit and food/drink concession must comply (Florida Law/Rule 10D-13.029). The Florida Dept. of Business Regulation, Division of Hotels and Restaurants will be inspecting concessions and issuing permits for temporary food service. Fees and permits are the responsibility of each vendor.
- Refunds: No Refunds will be allowed after June 5, 2011
- Parking: Parking information will be issued at the Event Site upon check-in. Vendors must supply officials with the number of vendor workers in order to receive sufficient passes and number and type of vehicles to be accommodated in event parking areas. No parking will be allowed in the event area.

Application deadline is June 1, 2011

Payment and proof of insurance must accompany application.

Enclose a menu and price list for items to be sold and a photo of how your booth will look.

Enclose a #10 self-addressed, stamped envelope.

Questions? Feel free to call Tracy @ 772-283-2525