

22ND ANNUAL LEESBURG CHRISTMAS STROLL

WHERE? LEESBURG, FLORIDA (TOWN SQUARE)

WHEN? NOVEMBER, 24. 2017

HOURS? 5:00PM - 9PM

ATTENDANCE? 8,000

WILL ELECTRICITY AND WATER BE PROVIDED? YES. **MUST** SPECIFY AMPS AND VOLTS. (NOTE: ALL UNITS **MUST** HAVE AT LEAST 100 FEET OF ELECTRICAL WIRING SUITABLE TO THE AMOUNT OF POWER REQUIRED. **NO** HOUSEHOLD EXTENSION CORDS.)

WHAT IS THE RENT? \$100.00 PLUS 20% OF ADJUSTED GROSS SALES.

ELECTRICAL COSTS? CITY OF LEESBURG CHARGES \$1.00 PER AMP

WHAT IS ADJUSTED GROSS SALES? AGS IS YOUR GROSS SALES, **LESS** THE 7% FLORIDA STATE SALES TAX WHICH YOU ARE REQUIRED TO COLLECT FOR THE GOVERNMENT AND REPORT TO THE FLORIDA DEPARTMENT OF REVENUE, ACCORDING TO THE LAWS.

LEESBURG CHRISTMAS STROLL

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE(S): _____

FAX: _____ CELL: _____

EMAIL: _____

TYPE OF UNIT (TENT, TRAILER, CART): _____

DIMENSIONS OF UNIT, *INCLUDING* AWNINGS, HITCHES, ETC:

LENGTH (FRONT) : _____ WIDTH (SIDE): _____

PRODUCTS TO BE SOLD AND PRICES: _____

SPACE FEES:

OF SPACES REQUESTED: _____ X \$100.00 = _____

ELECTRICAL REQUIREMENTS: AMPS: _____ X \$1.00 = _____

TOTAL AMOUNT DUE _____

APPLICATIONS ARE DUE NO LATER THAN OCTOBER 23, 2017.

I AGREE WITH, AND WILL COMPLY WITH, ALL OF THE GUIDELINES SET FORTH IN THIS AGREEMENT.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

*RETURN **THIS** PAGE.*

I AGREE WITH AND WILL COMPLY WITH THE ABOVE STATED REQUIREMENTS.

PRINTED NAME: _____

SIGNATURE: _____

DATE: _____

- 1. MAIL COMPLETED APPLICATION**
- 2. SIGNED ACKNOWLEDGMENT PORTION OF GUIDELINE,**
- 3. INSURANCE CERTIFICATE**
- 4. PHOTOGRAPH (IF NEW VENDOR**
- 5. PAYMENT WITH:**
 - *MONEY ORDER**
 - *CERTIFIED CHECK**
 - *PAYPAL (Plus 3% Fee)**
 - *CREDIT CARD (Plus 3% Fee)**

LITTLE JOE'S
 818 Northeast 8th Street
 CAPE CORAL, FLORIDA. 33909
 PHONE

3.

GUIDELINES

1. LITTLE JOE'S SPECIAL EVENT SERVICES, INC. IS THE RESPONSIBLE PARTY FOR ALL FOOD AND BEVERAGE CONCESSIONS AT THIS EVENT. IF YOU HAVE QUESTIONS, YOU MAY CALL OUR OFFICE AT: 239-645-8714.
2. IF YOU HAVE NEVER PARTICIPATED IN ANY SHOW WITH LITTLE JOE'S, YOU MUST SUBMIT A PHOTOGRAPH OF YOUR UNIT. APPLICATIONS OF FOOD VENDORS WITHOUT A PHOTOGRAPH (UNLESS ONE IS CURRENTLY IN OUR FILES) WILL NOT BE CONSIDERED.
3. A COPY OF YOUR LIABILITY INSURANCE (WORTH ONE MILLION DOLLARS) NAMING **LITTLE JOE'S SPECIAL EVENT SERVICES, INC., LEESBURG PARTNERSHIP, INC AND THE LEESBURG PARTNERSHIP II, INC.** (AS ADDITIONAL INSURED) IS DUE **WITH THIS APPLICATION**.
4. ALL PRODUCTS ON YOUR APPLICATION WILL BE REVIEWED. YOU WILL RECEIVE A CONFIRMATION LETTER OF YOUR *ACCEPTED*, SALABLE PRODUCTS. *ONLY* THOSE ITEMS APPROVED WILL BE ALLOWED TO BE SOLD. DO NOT ATTEMPT TO SELL ANY ITEM THAT HAS NOT BEEN APPROVED. THIS WILL RESULT IN YOUR IMMEDIATE DISMISSAL.
5. **NEITHER** LITTLE JOE'S SPECIAL EVENT SERVICES, INC., THE CITY OF LEESBURG, NOR THE LEESBURG DOWNTOWN PARTNERSHIP WILL BE RESPONSIBLE FOR ANY LOST, STOLEN, OR DAMAGED EQUIPMENT, OR INJURY OR DEATH OF PERSONS.
6. IF YOU ARE ACCEPTED, THE SET-UP TIME WILL BE MAILED WITH YOUR CONFIRMATION.
7. LITTLE JOE'S RESERVES FULL RIGHT OF ACCEPTANCE OR REFUSAL OF VENDORS AND THEIR ASSIGNED LOCATIONS.
8. YOU MUST SUCCESSFULLY PASS HEALTH DEPARTMENT AND FIRE MARSHALL INSPECTIONS TO PARTICIPATE.
9. VENDORS WILL KEEP THEIR SPACE AND ADJACENT AREAS CLEAN AND ATTRACTIVE AT ALL TIMES.
10. WALK / SERVICE AREAS MUST NOT BE BLOCKED.
11. ALL PRICES MUST BE VISIBLE TO THE PUBLIC AND MUST INCLUDE SALES TAX.
12. YOU ARE RESPONSIBLE FOR COLLECTING AND REPORTING ALL

FLORIDA SALES TAX.

13. YOUR BOOTH MUST BE MANNED THE *ENTIRE* LENGTH OF THE SHOW. NO EARLY TEAR DOWNS.

14. VENDORS MAY NOT RESELL SPACE ALLOCATED.

15. CANCELLATION WILL RESULT IN FORFEITURE OF ALL FEES PAID TO DATE.

16. VENDORS AND THEIR EMPLOYEES SHALL USE EVERY MEASURE TO PROTECT FESTIVAL SITE FROM ALL DAMAGES. VENDORS SHALL BE RESPONSIBLE FOR DAMAGE CAUSED BY HIM OR HER TO BUILDINGS AND GROUND. GREASE, FUEL, OIL, ABRASIVES, AND EXCESSIVE DEBRIS LEFT IN THE VENDOR'S SPACE SHALL BE SUBJECT TO CLEAN UP CHARGES.

17. ALL VENDORS WHO WERE SELECTED TO PARTICIPATE IN THIS SHOW WERE CHOSEN BECAUSE THEY ADVERTISED THEMSELVES (TO LITTLE JOE'S) TO BE PROFESSIONAL. THEREFORE, ALL VENDORS WILL BE EXPECTED TO CONDUCT THEMSELVES IN A CLEAN, COURTEOUS, AND PROFESSIONAL MANNER *AT ALL TIMES*.

18. THERE WILL BE *ABSOLUTELY* NO PROFANITY, BLASPHEMY, INDECENCY, OR DRUNKENNESS FROM ANY VENDOR, OR ITS EMPLOYEES, IN THE PUBLIC EYE DURING OPERATING HOURS. THIS WILL BE *STRICTLY* ENFORCED!

19. *ABSOLUTELY* NO BARKING AT THE CUSTOMERS FOR ANY REASON.

20. THERE WILL BE NO PRICE WARS AT THIS EVENT. LITTLE JOE'S WILL HAVE THE FINAL DETERMINATION OF ALL PRICES OF FOOD AND DRINK ITEMS TO BE SOLD. THE REASON FOR THIS IS TO INSURE COMPLETE AND TOTAL FAIRNESS FOR ALL FOR-PROFIT AND NON-PROFIT FOOD VENDORS.

21. EXAMPLE FOR #21 - IF YOU ARE SELLING A FRUIT DRINK FOR \$1.00, YOUR NEIGHBOR WILL NOT BE ALLOWED TO GOUGE YOU AND SELL THEIRS FOR \$.25.