

# **21st ANNUAL LEESBURG MARDI GRAS**

**WHERE?** LEESBURG, FLORIDA (TOWN SQUARE)

**WHEN?** SATURDAY, FEBRUARY 3rd, 2018

**HOURS?** 11:00AM - 11PM

**ATTENDANCE?** OVER 30,000+

**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 PER 10 FOOT SPACE PLUS 20% OF ADJUSTED GROSS SALES.

**WHAT IS ELECTRICAL COSTS** CITY OF LEESBURG CHARGES \$1.00 PER AMP FOR A 110 SERVICE OR \$2.00 PER AMP ON A 220 SERVICE

**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.

**WHEN WILL I KNOW IF I HAVE BEEN ACCEPTED?** CONFIRMATIONS **OR** REJECTIONS WILL BE MAILED UPON RECEIPT OF YOUR APPLICATION.

**VENDORS WILL BE ALLOWED TO SELL ALL DRINKS, EXCLUDING ALCOHOLIC BEVERAGES AND LEMONADE.**

# **\*2018 LEESBURG MARDI GRAS\***

(Please Mail Back Pages 2 & 3)

NAME: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

TELEPHONE(S): \_\_\_\_\_

CELL: \_\_\_\_\_

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

TYPE OF UNIT (TENT, TRAILER,  
CART): \_\_\_\_\_

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

LENGTH (FRONT) : \_\_\_\_\_ WIDTH (SIDE): \_\_\_\_\_

LIST MENU ITEM TO BE APPROVED:

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

# SPACE FEES:

# OF SPACES (10x10): \_\_\_\_\_ X \$100.00 = \_\_\_\_\_

## ELECTRICAL REQUIREMENTS

(110 VOLTS) # OF AMPS \_\_\_\_\_ X \$1.00 = \$ \_\_\_\_\_

(220 VOLTS) # OF AMPS \_\_\_\_\_ X \$2.00 = \$ \_\_\_\_\_

TOTAL AMOUNT DUE = \$ \_\_\_\_\_

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

PRINT

NAME: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## MAIL TO:

LITTLE JOE'S SPECIAL EVENTS SERVICES INC.  
818 NORTHEAST 8<sup>TH</sup> STREET.  
CAPE CORAL, FLORIDA. 33909

\*COMPLETED APPLICATION

\*CERTIFICATE OF INSURANCE

\*PHOTOS OF BOOTH

\*SIGNED ACKNOWLEDGMENT OF GUIDELINE

\*PAYMENT VIA: MONEY ORDER

CERTIFIED CHECK

CREDIT CARD + 3% FEE

PAYPAL + 3% FEE

# 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.
- 5.
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. THIS IS A FAMILY STYLE EVENT IN A **FINE** COMMUNITY. PLEASE, **NO** CUT-OFF SHORTS, TANK OR TUBE TOPS, FLIP-FLOP SHOES, OR T-SHIRTS WITH OFFENSIVE LANGUAGE.

22. IF YOU HAVE ANY QUESTIONS, COMMENTS, COMPLAINTS, OR IDEAS, **PLEASE** SEE A REPRESENTATIVE OF LITTLE JOE'S, AS LITTLE JOE'S IS THE RESPONSIBLE PARTY FOR THE 21st ANNUAL LEESBURG MARDI GRAS.

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