



## Application Process

Dear Vendor: Please read this carefully, as this will answer many of your questions regarding the Application Process! We look forward to working with you!

### Steps to Apply as a Vendor:

- 1) Any person interested in Booth space at the Festival must complete the following materials and submit them to the Festival office for approval by the Producer:
  - a. 1) Complete the Vendor Application
  - b. 2) Payment in full for your booth fees, electricity (if applicable), security deposit, and clean-up fee (if applicable). You may pay by check, or credit card (Credit Card Authorization required – attached)
  - c. 3) Complete the Acknowledgment, Waiver & Payment form (attached)
  - d. 4) Color photographs of your services and/or items to be sold at the Festival
- 2) Once we receive these materials, you will be notified of Acceptance via telephone or e-mail. You will then be responsible for obtaining the required liability insurance, if you have not done so already. You will be added to our list of vendors and your space will be secured.
- 3) After acceptance, we will send you the following materials: 1) Vendor Contract, 2) Rules and Regulations and 3) Vendor Pass Registration; please return the Contract and Pass Registration as soon as possible but in no event later than 21 days of postmark.
- 4) All vendors must submit a copy of their General Liability Insurance of \$1,000,000.00 naming Bobby Rodriguez Productions, Inc., Seminole Properties Retail, LLC and the Seminole Tribe of Florida as additional insured's. This must be returned to the festival office no later than October 1, 2011.
- 5) After that, you are ready for the show!
- 6) The Rules and Regulations will outline our procedures for check-in and operations at the Festival.

If you still have some questions regarding your Vendor Application Process, etc. please feel free to contact us! We look forward to working with you this year and many more!

Bobby Rodriguez Productions  
Viva Broward Festival Rep  
Telephone: (954) 771-7117  
Facsimile: (954) 771-7045



November 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup>, 2011  
Fri: 5pm to 12am, Sat: 11am to 12am  
and Sun: 11am to 7pm  
Seminole Hard Rock Hotel & Casino  
1 Seminole Way  
Hollywood, Florida 33314

## Vendor Application

Instructions: Please select the appropriate booth. Note: price includes cost for all festival days and 6% Florida Sales Tax. All vendors must list all items being sold at your booth and it must be approved by festival staff. No drinks permitted. If you have any questions concerning this application please contact us at (954) 771-7117.

### Booth:

- |   |  |
|---|--|
| <input type="checkbox"/> Arts & Crafts 10' Frontage \$292<br>Additional Footage ___ x \$20.00   | <input type="checkbox"/> Small Business 10' Frontage \$371<br>Additional Footage ___ x \$30.00 |
| <input type="checkbox"/> Corporate Booth 10' Frontage \$901<br>Additional Footage ___ x \$50.00 | <input type="checkbox"/> Non-Profits 10' Frontage \$106<br>Additional Footage ___ x \$10.00    |
| <input type="checkbox"/> Food Booth 10' Frontage \$954<br>Additional Footage ___ x \$65.00      | <input type="checkbox"/> Tent Package \$186 (See attached)                                     |
| <input type="checkbox"/> Food Booth 20' Frontage \$1,500  | <input type="checkbox"/> Food Cart \$530   |

### Electric:

- Electricity \$100 (One 20 amp circuit will be provided)

### Miscellaneous:

- Mandatory Clean-up Fee (Refundable) Food Booths only - \$150
- Mandatory Security Deposit (Refundable) All Vendors (Incl. Food) - \$100

**List of Items being sold by Vendor:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Contact Information:

\_\_\_\_\_  
Owner Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address, City, State, Zip

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Cellular Number



## Acknowledgement, Waiver and Payment

I, the undersigned, do hereby release and hold harmless Bobby Rodriguez Productions, Inc., the Florida Cajun Zydeco Festival, and its organizers and sponsors of any manner of action, suits, damages, or claims whatsoever arising from any loss or damage to person(s) or property while in the possession or under the supervision of Bobby Rodriguez Productions, Inc. I hereby acknowledge that I have read the Rules and Regulations established by the festival and consent to abide by them. If accepted, I understand that no refunds will be issued if any part of the festival is cancelled due to inclement weather, riot, civil disturbance, fire or theft, any present or future governing law, ordinance, rule or regulation, or any other cause beyond the parties' control.

Vendor agrees to meet the terms, conditions, and regulations governing the event as outlined below.

1. Space rental fees must be submitted with this contract. The space shall be considered reserved only after payment is received and this contract is completed and signed by vendor. If this contract is rejected by the festival, your space rental deposit will be returned in full. All cancellation requests must be in writing and received by the festival no later than October 1, 2011 or your deposit will be forfeited. After October 1, fees must be paid in cash or by money order.
2. Limited electricity is available for \$100. (See application)
3. Vendor is responsible for paying the 6% Florida Sales Tax. 6% Florida Sales Tax. Revenue agents will be on site.
4. Booth space to be used only for the dates of November 11, 12 and 13, 2011. Booth shall be set up and ready for inspection by State Health Inspector no later than 10 AM on Friday, November 11.
5. Vendor agrees to staff booth and keep booth open to the public for the hours of the festival on all three days.
6. Leased space shall be used strictly and only for sale or display of items approved by the event producer.
7. No Beverages may be sold by vendor.
8. Vendor shall in no way sublease booth space to another party.
9. Proof of \$1,000,000 full-coverage liability insurance must be provided before contract is considered fully executed. Please have your insurance company send a certificate of insurance with Bobby Rodriguez Productions, Inc., Seminole Properties Retail, LLC and the Seminole Tribe of Florida listed as additional insured's. Vendor must hold the festival harmless for any claims for injury or illness found to be caused by Vendor, its agents or its employees. Please send your Certificate of Liability Insurance to us no later than October 1, 2011.
10. All business shall be conducted in a quiet, orderly manner. All rubbish, garbage, paper, etc. must be deposited in containers furnished by the festival. All workers must be neat and tidy in appearance. All

business must be confined to leased space. No "hawking" is allowed. Vendors are required to return their space to the same condition of cleanliness they found it.

11. Should Vendor fail to occupy space as agreed, no portion of the reservation fee will be returned. The fee will be considered as liquidated damages for failure to fulfill the contract.
12. Tents, stands, and all enclosures must be approved by the festival. Food concessions must comply with all health rules for temporary food stands. Absolutely no products served in glass or metal containers will be permitted.
13. All booth signs must be printed, not hand-written.
14. Vendor holds the festival harmless for any claims for injury to any person, or injury to or loss of property on account of fire, theft, or any cause beyond the reasonable power of event organizers to control. It is also agreed that liability of the festival, for failure to furnish space provided for, is limited to return of all money paid by Vendor.
15. Booth Set-up time is on Thursday, November 10, 2011 beginning at 12:00 pm. If you are providing your own tent, you MUST have a white tent. All other tents must be pre-approved by the festival.
16. All booths to be removed by 10 AM on Monday, November 14, 2011. Failure to vacate may result in a \$50 charge, due and payable upon demand. If it is necessary to remove your belongings in your absence, the festival hereby has permission to do so at your expense.
17. Vendor agrees to purchase all necessary licenses and permits required by law.
18. Tent Package: The Tent Package is an available option to avoid the hassle of renting a tent and setting up your booth! The price of \$186.00 includes the following: 10 x 10 Canopy Tent, One Table with Two Chairs, Set-up and Take-Down for both show days. Tent Package must be paid in full in advance to be ordered. Please note that you are responsible for any loss or damage.
19. Security Deposit: Security Deposits may be refunded in full at the conclusion of the event, or rolled over into the following year's Cajun Zydeco festival security deposit. You must send written notification of your choice one week after the conclusion of the festival, but in no event after January 15, 2011.
20. Completed Vendor Application and Payment in Full is due no later than October 1, 2011. All documents and payment are to be mailed to: Bobby Rodriguez Productions, 800 N.W. 57<sup>th</sup> Place, Fort Lauderdale, FL 33309.
21. Master Card, Visa, American Express or Discover Credit Cards Accepted. Credit Cards will not be honored without a signed authorization form being submitted. If paying by this method, please complete the Credit Card Authorization Form attached. Payments after October 1, 2011 must be made in cash or money order only (no checks will be accepted). **Make all Checks Payable to: Bobby Rodriguez Productions.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\$ \_\_\_\_\_  
Amount Enclosed

\_\_\_\_\_  
Payment Type



## Credit Card Authorization Form

Bobby Rodriguez Productions, Inc. is hereby authorized to charge my credit card for payment of booth space at the Florida Cajun Zydeco Festival, on Friday, Saturday and Sunday, November 11-13, 2011 at the Seminole Hard Rock Hotel and Casino.

### Credit Card Information

MasterCard       Visa       American Express       Discover

Card Number: \_\_\_\_\_

Expiration: \_\_\_\_\_

Name as it Appears on the Card: \_\_\_\_\_

Name of Vendor: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Amount to be charged: \_\_\_\_\_

Signature: \_\_\_\_\_