

DANIA BEACH
SEA IT. LIVE IT. LOVE IT.

2023 Exhibitor Application
Dania After Dark – Light Up Dania Beach
Thursday, November 30, 2023
100 W Dania Beach Blvd

BOOTH REQUIREMENTS: Vendors must supply all equipment including but not limited to, approved tent(s), lights, table(s), electrical, chairs, or truck/trailer. No space assignment will be made without full payment.

Company Name: _____

Your Name: _____

Address: _____

City/State/Zip: _____

E-mail: _____ Telephone: _____

Special Requests/Electrical Requests: _____

*****Please attach a list of the items that will be sold along with the price.*****

Vendor Fee:	<input type="checkbox"/> Exhibitor (10' x 10' Space)	\$25.00 x _____ of booths
	<input type="checkbox"/> Exhibitor (10' x 20' Space)	\$50.00 x _____ of booths

Total Enclosed: \$ _____.

If bringing a boutique trailer, vendors MUST list the exact length below, including the hitch, so the staff can lay out the event accurately without any last-minute shifting of booths.

Please e-mail the application to: City of Dania Beach – Special Events Division
Parks & Recreation Department- Special Event Vendor
100 W. Dania Beach Blvd, Dania Beach, FL 33004
E-mail: Avlasici@daniabeachfl.gov

VENDOR RULES AND REGULATIONS

SIGN AND DATE THIS FORM AND SUBMIT WITH YOUR APPLICATION



1. Vendors must be set up 1 hour prior to the announced opening time.
2. NO vendors will be allowed to set up unless full payment has been received.
3. An application is a commitment to the show; however, refunds will be made for cancellation if received in writing to avlasic@daniabeachfl.gov before November 13, 2023.
4. There are no refunds on deposits or cancellations of the event due to rain or acts of nature.
5. You must adhere to hours for the event **Thursday, November 30 from 6:00 PM to 9:00 PM**. Early breakdown will result in exclusion from ANY future City of Dania Beach events.
6. Tents must be 10' x 10' in good condition, and tents must use weights as no stakes are allowed. Include a photo of your booth or product for placement.
7. Set-up is from 2:00 PM - 5:00 PM. **ALL VEHICLES MUST BE REMOVED BY 5:00 PM.**
8. Further details regarding rules and complete instructions will be e-mailed to all exhibitors accepted to the event.
9. You, your staff, and your booth must remain neat, clean, and orderly. Conduct and displays must be appropriate. No garbage/boxes/etc. maybe in view. All boxes must be broken down before discarding.
10. Vendors are responsible for having appropriate licenses and collecting sales tax (if applicable).
11. No handmade signs are allowed. If using tables, make sure they are properly covered. No Styrofoam or plastic is allowed in City parks.
12. The event staff and the City of Dania Beach will not be liable for any losses or damages at your booth/truck.
13. Only items listed and approved on this application will be allowed to be sold at the event.
14. IF you play music, the volume must be at a level allowing the adjacent vendors, staff members, and the public to conduct business in a normal voice. Failure to comply will result in forfeiture of booth space.
15. The City of Dania Beach reserves the right to reject or accept any vendor.
16. Each company/organization participating as a Special Events Vendor shall indemnify and hold harmless, the City of Dania Beach and all sponsors from all claims, liabilities, costs, expenses, and damages which may result from the operation of their concession.
17. Participants in concessions will refrain from consuming & selling alcoholic beverages while working.

APPLICATION CHECKLIST:

- Completed vendor application including signed Vendor Rules and Regulations.
- Provide the attached signed Background Affidavit.
- Photos of your booth/merchandise

I am entering into a contract to participate in the City of Dania Beach Special Event on November 30, 2023. I agree to all management's rules and regulations. I understand this contract will be legally binding between the two parties once the application has been accepted. Vendors should insure their own exhibit and display materials. The City of Dania Beach does not and will not assume liability for theft, injury, or any other accident that may occur during the event to visitors or vendors. I, on behalf of the Vendor, do hereby knowingly, freely, and voluntarily assume all liability for any damage or injury that may occur as a result of the Vendor's participation in event(s) to be held at a Broward County park(s), and agree to release, waive, discharge, and covenant not to sue Broward County, its current and former officers, agents, employees, and volunteers (collectively, the "Releasees") from any liability or claims for damage or injury that may be sustained by the Vendor, its officers, employees, or agents, or any third party directly or indirectly in conjunction with, or arising out of, the Vendor's participation in the event(s). I, on behalf of the Vendor, further agree to indemnify and hold harmless the Releasees from and against any and all causes of action, demands, claims, losses, liabilities, and expenditures of any kind, including attorneys' fees, court costs, and expenses (collectively, a "Claim"), raised or alleged to be caused, in whole or in part, by any intentional, reckless, or negligent act or omission of the Vendor, its current or former officers, employees, agents, or servants, arising from, relating to, or in connection with the Vendor's use of any Broward County park(s) or participation in the event(s).

Vendor Signature:

Date: _____

Please e-mail the completed application to:
City of Dania Beach Parks and Recreation – Special Event Vendor
100 W. Dania Beach Blvd, Dania Beach, FL 33004
E-mail: Avlasic@daniabeachfl.gov

**Special Event Individual
Background Check**

I state that the following facts are true:

1. I am over the age of 18 and am a resident of the State of _____
2. I have the authority to make the representations set forth within this document
3. I am not registered nor am I required to be registered as a sexual offender with the State of Florida Department of Law Enforcement pursuant to Section 943.0435, F.S.

Signed on _____, 2023.

By _____
(Signature)

By _____
(Name and Title)

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, on _____, 2023, by _____ the applicant is personally known to me, or has produced _____ as identification.

My Commission Expires:

Notary Public, State of _____

Print Name



EXHIBITOR TERMS AND CONDITIONS

GENERAL

One exhibitor is allowed per space. No subletting or sharing of space is permitted. Once registration is confirmed, transfer of a vendor space to an unregistered vendor is prohibited. Booths must be occupied and open for business during all hours of the Special Event.

No vehicles are allowed in the vendor area after 5:00 PM or before 9:15 PM on Thursday, November 30th. Vendors may start breaking down at 9:00 PM; however, vehicles will not be permitted in the vendor area until attendees have cleared the area and City of Dania Beach staff have instructed vendors to do so. The City of Dania Beach will have the final decision on this safety precaution and may change breakdown hours depending on the circumstances.

EXHIBITOR PRODUCTS

Only the items stated on the application and approved by the City of Dania Beach may be sold at the event. The City of Dania Beach reserves the right to refuse the sale of any items not specifically listed and approved or to refuse the sale of any item not in the best interest of the event or cease the sale of any items found not to be safe for public consumption. If a vendor wishes to add an item after their application has been approved, they must call the Vendor Coordinator to confirm and receive additional approval.

CLEAN-UP

Vendors are responsible for the complete clean-up of their space and disposal of all trash and debris. Vendors must leave the area as they found it when they set up. Failure to comply may result in exclusion from future City of Dania Beach events.

SALES TAX

All groups doing business in Broward County are responsible for paying the Local Business Tax. In addition, vendors are solely responsible for paying all applicable Florida state sales tax.

TRUCK/TRAILER PARKING & EMPLOYEE PARKING

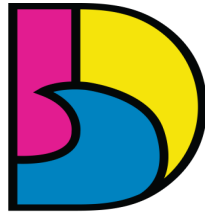
Parking is extremely limited at the event. There are no accommodations for RVs, POP-UP CAMPERS, LARGE TRUCKS, TRAILERS, OR VEHICLES REQUIRING MORE THAN ONE SPACE TO PARK. Each vehicle must be able to fit in one regular parking space. Additional parking passes will need to be coordinated with the Special Events Department.

TENTS

Vendor-owned tents must conform to booth size. The construction of booths and displays must be able to withstand inclement weather and crowd activity. Tents must be manufactured of flame-retardant materials. Each tent leg must be weighed down in some form or another. Leg weights are essential due to the location of the event. The contents of the booth cannot go beyond the assigned exhibitor booth space. Your booth should not interfere with your neighbor's booth.

RESTRICTIONS

The City of Dania Beach only allows items to be sold from the front or crowded side of the vendor space. Displaying and selling food from the back of the tent (the sidewalk side) is strictly prohibited. This forces the crowd to have to maneuver around electrical hook-ups, cords, etc. and represents a safety hazard. Vendors may only sell items within their tent. It is prohibited to walk through the crowd or near the stage to sell items.



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EXHIBITOR TERMS AND CONDITIONS CONTINUED

POWER

Electric power is provided to exhibitors. We will do everything possible to accommodate everyone's needs but there are limits to how many cords can be plugged into the portable electric connection boxes. Exhibitors should bring, at a minimum, a 25-foot extension cord. Please ensure cords, plugs, and equipment are up to code and will pass the Fire Department inspection. You must supply your own electric cord for the plug-in. Lighting/electricity for the inside of your tent must meet the following specifications: no metal clamps, no flat cords, only 12-gauge round cords, and only UL-approved outdoor grounded cords may be used. All power cords must be taped down.



Department of Fire Rescue & Emergency Services Fire Marshal's Bureau
SPECIAL EVENT GENERAL FIRE INSPECTION INFORMATION

GENERAL REQUIREMENTS:

- All fire extinguishers must be properly tagged within the State of Florida by a licensed certifying agency.
- Compressed gas tanks, such as helium tanks, must be properly secured to prevent the tank from falling over.

TENTS & CANOPIES:

- Tents larger than 10' x 10' must be permitted through the City of Dania Beach Building Department.
- Tents and canopies must be fire-resistant with proper documentation/tags provided.
- A properly certified fire extinguisher must be present and properly tagged.

ELECTRIC/EXTENSION CORDS:

- Extension cords must be UL listed for outdoor use (indoor extension cords may not be used outdoors).
- When in a crossing path, they must be properly covered and protected.
- The cords must be free from splices, damage, or deterioration and must be grounded.
- Cords must have a proper amperage capacity that is not less than the capacity of the appliance.

GENERATORS:

- All generators must be grounded.
- If larger than 5KW (5000 Watts) an additional permit is required through the City of Dania Beach Building Dept.
- Generators must be 10ft away from any structure, surrounded by a barrier, and placed on a firm, flat, level surface outdoors.
- Must be fully fueled before use. Refueling may be conducted only when the generator has been turned off and is cool to the touch. All fuel being used in the generator must be stored in the proper fuel containers and properly sealed with appropriate spout covers, caps, etc.
- A properly certified fire extinguisher (minimum 2A:10BC) must be present and properly tagged.