



Vendor Application

Esto Community Garden Open House

Date: Saturday, March 9th, 2024

Time: 10:00 AM - 2:00 PM

Location: John Clark Park, 1009 Commerce Street, Esto, FL 32425

Booths: Food Vendors (15 x 12 ft), Craft Vendors (12 x 12 ft), Civic/Political (12 x 12 ft)

Fees: Food Vendors (\$40), Craft Vendors (\$20), Civic/Political (\$10)

Setup: Starts at 7:00 AM

Business Name		Phone Number	
Contact Name		Email	
Address			
City	State	Zip	
Website		Social Media	
Vendor Type <input type="checkbox"/> Food <input type="checkbox"/> Craft <input type="checkbox"/> Civic/Political		Number of Spaces	Total Fee
Description of Products or List of Menu Items			

To maximize the success of this event, we will accept up to 15 craft vendors, 5 food vendors, and 15 civic or political booths on a first-come, first-served basis. Vendors with similar items or menus will not be accepted.

Email 3 pictures of your booth/products/menu to estotownclerk@gmail.com.

All applications must be received by March 4, 2024. Only completed applications with signatures and payment will be accepted. Mail applications to Esto Town Hall, 3321 2nd Avenue South, Esto, FL 32425. Applications may also be emailed to estotownclerk@gmail.com.

Make checks payable to Town of Esto. A \$35.00 charge will be assessed for all NSF returned checks. To pay by credit/debit card call the Esto Town Hall at 850-263-6521. Open Monday-Thursday, 8AM-1PM.

Waiver of Liability

I have read the vendor rules and received a copy of these rules and I agree to abide by them.

I assume responsibility for the property I will bring to the Esto Community Garden Open House and will not hold the Town of Esto liable for any damages, theft, or personal injury that may occur.

I waive any and all claims of damages from accident, injury, or illness that I may suffer because of my participation in the Esto Community Garden Open House in Esto, Florida. Further, I agree that the Town of Esto shall not be held responsible for my welfare, and I will hold the Town harmless for same.

Vendor Signature

Date

OFFICE USE			
Date Application Received	Photos <input type="checkbox"/> Yes <input type="checkbox"/> No	Vendor Type <input type="checkbox"/> Craft <input type="checkbox"/> Food	Booth #
# of Spaces	Total	Paid	Date Paid
Payment Method <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Money Order <input type="checkbox"/> Credit/Debit			

Vendor Rules

1. Set up will be from 7:00 AM – 10:00 AM. All vehicles must be removed from the park area by 9:45 am. Late arrivals will not be allowed to set up and will forfeit any vendor fees.
1. Booth assignment is at the sole discretion of the Town of Esto.
2. Vendors must provide their own display set-up: tent, panels, tables, chairs, etc. Vendors should have tent weights and all tents must be properly weighed down.
3. This is a rain or shine event and will only be cancelled in case of severe weather. No refunds will be given if severe weather does cause a cancellation.
4. Food vendors are responsible for the compliance of their operations with the Florida Department of Business & Professional Regulation. A listing of DBPR food service regulations is available at <http://tinyurl.com/2enjny47>.
5. Vendors will not have access to electricity or water sources.
6. The Town of Esto reserves the right to request the removal of inappropriate crafts and/or displays, and vendors selling unauthorized items will be asked to remove those items.
7. Vendors are responsible for disposing of their own trash.
8. All vendors are expected to remain until 2:00 PM. Vendors wanting to leave early must notify an event organizer. Early departures may exclude you from future participation in Town of Esto events including the Two-Toed Tom Festival.
9. For safety reasons, vendors cannot bring their vehicles into the park area until after 2:00 PM.
10. Vendors are responsible for filing their own taxes with the state.

Vendors who do not abide by the rules may be asked to leave immediately. Violation of these rules will exclude vendors from participating in future Town of Esto events and may result in the loss of vendor space without a refund.

For more information, contact: Ben Tew, Esto Town Clerk at 850-263-6521 or email estotownclerk@gmail.com.