



Merchandise Vendor Application

The City reserves the right to select the types of food and merchandise to be sold to minimize duplication. Priority will be given to those that apply first. Approval of vendor application does not guarantee exclusivity of a particular food item or type of merchandise to be sold at the event. Vendors deemed inappropriate for this event will be declined

Contact Name:

Business/Organization:

Address:

City:

State:

Zip:

Phone Number:

Email:

Government or Non-Profit (501c3) Yes No

Please Read Carefully:

1. Food vendors must provide a copy of their Department of Health license. Menu and prices must be clearly displayed at event.
2. All trailers/tents/equipment must be contained within the vendor space.
3. All vendors are responsible for their own set up and equipment and must adhere to specified load-in and load-out requirements and times.
4. Vendor fees are non-refundable and non-transferable.
5. All vendors must comply with the vendor requirements and guidelines.
6. Incomplete applications will not be accepted.

DPBR License #

Food vendor must provide certificate of insurance naming City of North Port as additionally insured.

One Space 10' x 10'	Two Spaces 10' x 20'	Three Spaces 10' x 30'
Description of Business/Organization, product/services, or Items for sale:		

Do you have any special requirements/needs?

If yes, describe

The City of North Port is proud to announce our Fifth Annual Woofstock, to be held on February 10, 2024 from 10:00 am to 2:00 pm at Butler Park.

Woofstock is a dog-friendly event designated to connect dog lovers with information about their canine counterparts. Humans and their four-legged family members are invited to browse, shop, and mingle with other dogs and pet owners.

LOCATION: Butler Park, 6205 W. Price Blvd.

EVENT HOURS: The event hours are from 10:00 am to 2:00 pm on Saturday, February 10, 2024.

SPACES: Vendor Spaces are 10'x10' and will be located along the sidewalk surrounding the Butler Park Pavilion. No electric is available, all vendors must provide own electric.

FEES: The fees for food/merchandise vendors are: 10x10 vendor space: \$25. Non-profit vendors are as follows: 10x10 Non-profit: \$0 or 10x10 Non-profit with food sales: \$12.50.

CHECK IN, SET UP & PARKING: Vendor check in will be located at the Aquatic Center parking lot beginning at 8:00 am. At that time, you will receive your vendor space assignment. Setup begins no sooner than 8:00 am and must be completed by 9:30 am on Saturday, February 10, 2024. For safety reasons, all vendor vehicles must be moved from the event area by 9:30 am. Vehicle access to and from the vendor location will be closed at 9:30 am.

ALL VENDORS: All Vendors are responsible for their own set up and equipment and must adhere to specified load-in and load-out requirements.

FOOD VENDOR SPACES: Please bring your own tents, tables, chairs, canopies, generators, extension cords, etc. NOTE: Extension cords and other potential tripping hazards must be properly secured to the ground and covered; generators must be secured from public access. No electric is available. All Vendors must provide their own electric.

FOOD VENDORS: Food vendors will be permitted to sell the menu on their registration form and serve drink products (excluding alcoholic beverages). Vendor application does not guarantee exclusivity of a particular food item or merchandise. Vendors must comply with safety standards set by the City of North Port. NOTE: Food vendors are requested to place non-flammable protection under their cooking element(s). All food vendors must comply with the Department of Business and Professional Regulations (DBPR) requirements outlined in the attached DBPR's Guide to Temporary Food Service Events. We encourage all food vendors to contact the DBPR with any questions or concerns by calling 850-487-1395. Vendor's license must be present on site for review during inspection by the Fire Marshal and DBPR. Food vendors will be inspected by DBPR the day of the event. The City of North Port is not liable or responsible for the failure of vendor compliance with these requirements.

TENTS: Vendor-owned tents or canopies must conform to the booth space. Construction of the booth and displays must be able to withstand inclement weather and crowd activity. Tents and canopies must be manufactured of flame-retardant material. Each leg must be weighed down in some form or another. Leg weights are essential due to the location of this event. It is strongly recommended that all tents be 10' x 10' or smaller. *Tents larger than 10' x 10' will require a permit, please contact NDS at (941) 429-7023 for permit information.

SIGNAGE/MENU: Materials may not be handwritten.

VENDOR ETIQUETTE: Displays must remain in their assigned spaces. Loud yelling from the booth area and solicitation of sales or distribution of information outside of the booth area is not permitted. Vendors must arrange their booths so as to not interfere or obstruct view of other booths. Please place any trash/debris in your vendor area in the trash containers provided or secure in plastic bags.

INCLEMENT WEATHER: In case of inclement weather before setup begins, please call (941) 841-4410 ext.27 for updates. If inclement weather is present during set up, you may take refuge in your car. If lightning is seen in the area during the event, officials may ask you to vacate the area for safety purposes. Announcements will be made when it is all clear to come back to the event site.

SAFETY: Safety is important to all participants. All vendors spaces will be inspected by the Fire Marshal for compliance - please note that the City of North Port is not responsible or liable for the failure of vendor compliance with these requirements and fees will not be refunded if a vendor fails inspection.

FIRE & LIFE SAFETY REQUIREMENTS: All vendors must comply with safety standards as established by the City of North Port

CANCELLATIONS/NO SHOWS: Fees paid by approved vendors are non-refundable and non-transferable. NON-COMPLIANCE WITH RULES & REGULATIONS AND SAFETY REQUIREMENTS MAY RESULT IN REMOVAL FROM THE EVENT.

For more information or if you have any questions, contact us at (941) 429- PARK (7275) or email to parks@northportfl.gov

Signature

Date

**Return original form with payment to City of North Port, c/o Parks & Recreation -
Woofstock, 6207 W Price Blvd., North Port FL 34286 --
make checks payable to the City of North Port.**
For more information contact Parks & Recreation at 429-PARK (7275).