



## **FOOD VENDOR OPPORTUNITIES**

**February 23, 2019 • 12pm-4:00pm**

On behalf of Riverwalk Fort Lauderdale, I would like to invite your organization to participate as a food vendor for the Riverwalk Chili Cook-Off. The goal of this event is to bring together professional, amateur and aspiring cooks for a friendly chili cook-off competition where the attendees are the judges. The chili cooking teams also take on the challenge of supporting their favorite local non-profit organization. Chili lovers of all ages, Riverwalk supporters and passers-by will sample the different chilies and vote on who they think makes the best chili. The afternoon will be complete with live entertainment, vendors and fun activities for all to enjoy.

Riverwalk Fort Lauderdale is engaged in promoting the Riverwalk District, its parks and the Downtown community as a place to live, work and play. Our events provide attendees and sponsors with an invaluable opportunity to mingle, network, and enjoy the best of Fort Lauderdale. Riverwalk Fort Lauderdale has had sustained success due to our sponsors. The funds raised at this event support Riverwalk in the pursuit to continue our mission “to be the catalyst in building and nurturing Riverwalk as a vibrant community connected by the New River.”

Please review the information on the following pages. You can contact me at (954) 468-1541 x 204 or at [Maureen@GoRiverwalk.com](mailto:Maureen@GoRiverwalk.com) with any questions or concerns. We hope we are able to work together to make this an opportunity that benefits you as well as Riverwalk.

Sincerely,

*Maureen Potter*

**Event Manager  
Riverwalk Fort Lauderdale, Inc.**



## **FOOD VENDOR OPPORTUNITIES**

### **- Single Food Vendor Booth Space without amenities: \$150**

10' x 10' booth area for promoting your business and selling your food or beverage products to event attendees (service/merchandise must be approved by Riverwalk Fort Lauderdale)

**-NO tent, tables, chairs, linens or electricity provided-**

### **- Single Food Vendor Booth Space WITH amenities: \$250**

10' x 10' tented booth area with one 8' table with linen, chairs and access to electricity (vendor is responsible for providing extension cords); for promoting your business and selling your food or beverage products to event attendees (service/merchandise must be approved by Riverwalk Fort Lauderdale)

### **-Double Food Vendor Booth Space without amenities (or Food Truck): \$275**

10' x 20' booth area for promoting your business and selling your food or beverage products to event attendees (service/merchandise must be approved by Riverwalk Fort Lauderdale)

**-NO tent, tables, chairs, linens or electricity provided-**

### **- Double Food Vendor Booth Space WITH amenities: \$450**

10' x 20' tented booth area with two 8' tables with linens, chairs and access to electricity (vendor is responsible for providing extension cords); for promoting your business and selling your food or beverage products to event attendees (service/merchandise must be approved by Riverwalk Fort Lauderdale)

*Applications are accepted in the order they are received. Please fill out and return form with the payment. No applications will be approved without payment. Your application will be reviewed upon receipt and you will be notified if you are selected as a participant. Please note that this is a rain-or-shine fundraising event. Once your payment is processed, there will be no refunds for any reason.*



## Additional Details:

1. Your designated booth space will be given to you the day of the event.
2. All food vendors that will be doing onsite cooking must be set up no later than 9:30 am Saturday morning for Health & Fire Inspections.
3. Vendors will be allowed to drop-off materials for their booth space in a designated area determined by a Riverwalk Fort Lauderdale staff member, beginning at 8:00 am. Vendors must unload completely and immediately move vehicles off of the event site (including closed roads). ALL vehicles must be moved out of the event site (including closed roads) by 11:00 am. If a vendor shows up after that time, the vendor will have to bring materials for the vendor booth from outside the event site (including closed roads), as it is a hazard to our event attendees.
4. Whenever possible, promote the event with postcards, posters, through social media, or with through any other approved means of marketing for the event.
5. For the safety of all, vendors may not break down the display or leave until 4:00 pm.
6. Vendors must keep all items inside their booth area, including tables and chairs.
7. We have limited electrical hook up spaces. Electric must be approved and scheduled in advance. Extension cords will not be provided. Vendors are permitted to bring generators. If you will be bringing a generator, please make note of this on your application.
8. Parking is **NOT** provided for vendors. You may not park your vehicle within the festival perimeter. If this happens, the vehicle will be towed at the owner's expense.
9. You are not required to have a tent, however, you may bring one tent 10'x10' for a single booth space OR two (2) 10'x10' tents for a double booth space. No makeshift tents or umbrellas will be accepted.
10. No obscene degrading or offensive material is to be displayed at the event.
11. No drugs or weapons of any kind are allowed into the perimeter of the event.
12. Vendors are not permitted to serve or sell alcoholic beverages.
13. You must abide by the standard health, safety and environmental regulations of the City of Fort Lauderdale and the State of Florida.

14. If you do not pass the Health or Fire Inspection, you will not be able to participate in the festival and you will need to leave the grounds.
15. Riverwalk Fort Lauderdale will accept a limited number of vendors. Riverwalk staff reserves the right to remove any vendor who does not comply with the event rules, whose display is not in good taste, or is not consistent with the display or sales that were agreed upon. Refunds will not be made under such circumstances.
16. Trash from vendor booths must be disposed of in the dumpster behind the stage. Do NOT leave trash in the festival area or near garbage cans after the event and tear down are complete.
17. All vendors must have their booths broken down and packed up no later than 5:30 pm
18. If your application is accepted, there will be absolutely no refunds for any reasons. This event is **RAIN OR SHINE** fundraising event.
19. **Insurance Requirement:** Two (2) copies of certificates of additional insurance for:

1-Riverwalk Fort Lauderdale & 1-City of Fort Lauderdale by February 4<sup>th</sup> specifying:

General Liability value is \$1,000,000 each occurrence

1. \$100,000 damage to rented premises
2. \$1,000,000 personal injury
3. \$2,000,000 aggregate
4. Accord 25 is the correct form for additionally insured – Certificate of Liability Insurance.

**Descriptions of Operations:**

This Certificate holder is named as an additionally insured on the general liability policy but only with respect to liability claims arising out of the negligence of the named insured.

**Certificate Holder: (#1)**

Riverwalk Fort Lauderdale, Inc.  
888 E. Las Olas Blvd, Suite 210  
Fort Lauderdale, FL 33301

**Certificate Holder (#2)**

City of Fort Lauderdale  
100 N. Andrews Avenue  
Fort Lauderdale, Florida 33301

*I have read, understand and agree to all of the above terms.*

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Signature

Print name

Date





## FOOD VENDOR AGREEMENT

**February 23, 2019 • 12pm-4pm**

PLEASE COMPLETE AND EMAIL TO [MAUREEN@GORIVERWALK.COM](mailto:MAUREEN@GORIVERWALK.COM)  
OR FAX BACK TO (954) 468-1542

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

Contact Person/Agent: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, ZIP: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

What will you be selling: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ \$150 (Single booth space without amenities)

\_\_\_\_\_ \$250 (Single booth space **with** amenities or Food Truck)

\_\_\_\_\_ \$275 (Double booth space without amenities)

\_\_\_\_\_ \$450 (Double booth space **with** amenities)

Will you be bringing a generator  Yes  No



## CREDIT CARD AUTHORIZATION

Company \_\_\_\_\_

Name on Credit Card \_\_\_\_\_

Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ CVV Code \_\_\_\_\_

Email (for receipt) \_\_\_\_\_

Signature \_\_\_\_\_ Amount \$ \_\_\_\_\_

*Applications will not be approved or accepted without the necessary funds. Applications are accepted in the order they are received. Your application will be reviewed upon receipt and you will be notified if you are selected as a participant. Please note that this is a rain-or-shine fundraising event. Once your payment is processed, there will be no refunds for any reason.*

Checks can be made out and mailed to:

Riverwalk Fort Lauderdale, Inc.  
888 E. Las Olas Blvd, Suite 210  
Fort Lauderdale, FL 33301  
T: (954) 468-1541 x 204 / F: (954) 468-1542  
[www.goriverwalk.com](http://www.goriverwalk.com)