



**SEAFOOD VENDOR APPLICATION**  
**2020 RIVERWALK STONE CRAB & SEAFOOD FESTIVAL**  
**SATURDAY, JANUARY 11, 2020 • 11AM-4PM**  
**ESPLANADE PARK • FORT LAUDERDALE, FL**

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

Contact: \_\_\_\_\_

Title: \_\_\_\_\_

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

City, State Zip: \_\_\_\_\_

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

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

**What \$5 Seafood item(s) will you be selling:** \_\_\_\_\_

**Detailed description of items or services you are selling:** \_\_\_\_\_

\_\_\_\_\_

\*Please attach a photo and menu with pricing when you submit your application.

☐ **EARLY BIRD Single Booth** (10' by 10') Space - \$400 (Two (2) 40 lb Bags of Ice Included)

*\*Must return agreement with payment before 12/13/19.*

☐ **Single Booth** (10' x 10') Space - \$500 (Two (2) 40 lb Bags of Ice Included)

☐ **Single Booth Add-on** - \$125 – Includes One (1) 10' by 10' Tent, Two (2) 6' Table

☐ **Double Booth** (20' by 10' side-by-side) Space - \$800 (Four (4) 40 lb Bags of Ice Included)

☐ **Double Booth Add-on** - \$250 - Includes Two (2) 10' by 10' Tents, Four (4) 6' Tables

☐ **Electric Hookup** - \$15 per 110V plug-in, limit of two. (Electric is limited, given on a first come first serve basis)

☐ **Yes, I plan to bring my own generator.**

\*There is access to water for all vendors at a source on event site.

Applications **MUST** be submitted with payment in full. Applications submitted without payment or partial payments will not be considered until full payment is received. Vendor acceptance and space assignment is up to Riverwalk Fort Lauderdale. Applications are reviewed on a first come first serve basis. Space is limited, so return your application as soon as possible. This event is rain or shine, **NO** refunds will be given for any reason.

**Payment Information**

Check enclosed in the amount of \$ \_\_\_\_\_ or Credit Card Type: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

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

CVV Code: \_\_\_\_\_

Email for Receipt: \_\_\_\_\_

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

Amount \$: \_\_\_\_\_



Please return your completed application with payment and photos to [Maureen@GoRiverwalk.com](mailto:Maureen@GoRiverwalk.com) or mail to:

Maureen Potter, Events Manager, 888 E. Las Olas Blvd., Suite 210, Fort Lauderdale, FL 33301  
Tel: (954) 468-1541 ext. 204



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**Riverwalk Fort Lauderdale will provide the following:**

- Logo and link to website placed on event web page on [www.goriverwalk.com](http://www.goriverwalk.com)
- Event listed on at least four weekly e-blasts to approximately 10,000 opt-in emails
- Event listed on multiple online calendars
- Logo or name placed on 10,000 event postcards distributed throughout South Florida
- Logo or name placed on event posters placed throughout the Greater Fort Lauderdale area
- Logo or name placed on event banner
- Social Media post with logo and link to social media page and business website
- Logo placed in post-event exclusives in the Go Riverwalk Magazine

**Seafood vendor will provide the following:**

- Individual portions of seafood menu items to sell to attendees to last from 11am to 5pm
- Offer at least one seafood item for \$5 or under (must disclose item prior to 12/13/19)
- Provide all necessary serving items, utensils and napkins for food being sold
- Provide staff to cook, serve and sell food in accordance with City, State and Federal laws, health codes and ordinances
- Promote the event on your website, social media, posters and postcards prior to the event
- Hand washing station and additional utensils as required by the Health Department
- A valid, fully charged fire extinguisher, appropriate with the type of cooking you will be doing. The red fire extinguisher is sufficient if you are using a flat top or flame grill. If you are going to be frying- YOU MUST HAVE A CLASS K FIRE EXTINGUISHER AS WELL; this is the SILVER one for use with grease. (*"A fire extinguisher is required for each food booth. If a propane tank is used for a fuel source, it must be secured on the outside of the booth. A Fire inspection is required for all food booths" per The City of Fort Lauderdale*). If you do not have the proper fire extinguisher(s) when you are inspected by the Fire Inspector, you will NOT be permitted to participate in the event.
- Be setup by 10:00am for fire inspection if cooking on site, or 10:30am if not cooking on-site.
- **Insurance Requirement:** Two (2) copies of certificates of additional insurance for 1-Riverwalk Fort Lauderdale & 1- City of Fort Lauderdale by January 1<sup>st</sup>; Specifying: General Liability Value is \$1,000,000 each occurrence; \$100,000 damage to rented premises; \$1,000,000 personal injury; \$2,000,000 aggregate; using Accord 25 form for additionally insured- Certificate of Liability Insurance. 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  
888 East Las Olas Blvd. Suite 210  
Fort Lauderdale, FL 33301

**Certificate Holder: (#2)**

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

**All benefits subject to omission without timely response.**

**Signed agreement, payment, menu with pricing and high resolution logo must be delivered by Friday, December 13, 2019 to be included in all printed event marketing materials. Send logos to [Maureen@GoRiverwalk.com](mailto:Maureen@GoRiverwalk.com).**

# RIVERWALK STONE CRAB & SEAFOOD FESTIVAL

## VENDOR AGREEMENT

1. 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 10:30 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.
2. Designated booth space will be provided to you when you arrive and check-in with a Riverwalk Fort Lauderdale staff member.
3. Vendors must be set up no later than 10:00 am Saturday morning. Vendor booths must remain operational until 4:00pm. You may not break down any displays or leave before then.
4. Vendors must keep all items inside their booth area, including tables and chairs.
5. We have limited electrical hook up spaces. Electric must be approved and paid for in advance. Extension cords **will not** be provided.
6. Parking is not provided for vendors. You are responsible for parking your own vehicle, standard parking rates apply. You may not park your vehicle within the festival perimeter. If this happens, the vehicle will be towed at the owner's expense.
7. You are not required to have a tent, however, you may bring one tent **up to 10'x'10'** for a single booth space OR two (2) **up to 10'x10'** tents for a double booth space. If you would like, we can provide you with a tent and table for your booth area for an additional fee. (see pricing on page 1) No make shift tents or umbrellas will be accepted.
8. The ground where you are cooking must be covered by an oil, grease and food debris absorbing surface. All oil, cans with oil, charcoal, wood generated or brought to the event must be removed and taken with you when you leave. Vendors will be liable for any damage or repair costs incurred within their booth area.
9. No obscene, degrading or offensive material is to be displayed at the event.
10. No displaying, distributing or selling of any alcoholic beverages.
11. No drugs or weapons of any kind are allowed into the perimeter of the event.
12. You must abide by the standard health, safety and environmental regulations of the City of Fort Lauderdale and the State of Florida.
13. \*Additional 40 lb. bags of ice will be available for \$7.00 each, pre-ordering with Riverwalk staff is required. Orders must be in by Friday, January 3, 2020 and payment must be in cash at event upon receipt of ice.
14. Trash from vendor booths must be disposed of in the dumpster. Do NOT leave trash in the festival area or near garbage cans after the event and tear down are complete.
15. All vendors must have their booths broken down and packed up no later than 5:30pm.
16. 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.
17. If your application is accepted, there will be absolutely no refunds for any reasons. This event is a **RAIN OR SHINE** fundraising event.
18. **You are required to provide two (2) certificates of insurance naming "Riverwalk Fort Lauderdale" and "City of Fort Lauderdale" as additional insureds.** Certificates must be submitted at least two weeks prior to the event date. If Riverwalk Fort Lauderdale has not received your certificates of insurance by this time, you will not be allowed to vend at the event and will forfeit all of your fees.
19. Vendors must submit menu with pricing by Friday, December 13, 2019.

\_\_\_\_\_ **I have read, understand and agree to the above terms.**

\_\_\_\_\_ **I agree to have enough food for attendees and will not breakdown or leave the event early.**

\_\_\_\_\_ **I agree to abide by the standard health, safety and environmental regulations of the City of Fort Lauderdale, Broward County, State of Florida and Federal Government.**

\_\_\_\_\_ **I understand that the ground MUST be covered with an oil, grease and other food debris Absorbing surface to protect it from damages and I agree to remove all oil, cans, charcoal, wood or food debris generated by me or brought to the event. (Liability for damages or repair apply.)**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Print name**

\_\_\_\_\_  
**Date**



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