Martin Luther King Parade Vendor Application

Tampa, Florida

The Dr Martin Luther King Parade Foundation invites you to be a vendor at the City of Tampa's Martin Luther King Day Parade. The parade is attended by several thousand parade patrons from all over the bay area, as well as hundreds who participate as entries with floats, bands, businesses and community groups.

Our two-mile route is lined from start to finish with enthusiastic and ethnically diverse crowds, enjoying the entertainment and sharing the experience while honoring a great American hero. Opportunities abound to sell food, refreshments, souvenirs and other merchandise and the costs to participate are minimal.

The attached vendor application outlines required documents, fees, terms and conditions. Vendor applications and fees can be submitted online at **www.mlkjrparade.com**. Alternatively, applications can be downloaded from the website and mailed in. Completed applications and fees must be received by **December 31st**. Mail application and payment to the Dr Martin Luther King Parade Foundation, Inc., 5112 N 22nd St., Tampa, Fl. 33610.

Vendors will be restricted to prescribed locations as specified by the Dr Martin Luther King Parade Foundation, Inc. Vendors will also be issued a "Approved Vendor" pass to be displayed at all times during the parade.

Please be sure to visit our website www.mlkjrparade.com for more parade related information or feel free to contact us directly at 813-302-9495 should you have any additional questions.

Sincerely,

Robert Scott, Jr

President, Dr Martin Luther King Parade Foundation

Cancellations: For safety of participants and spectators, if weather or other unforeseen events occur that are out of our control, the Dr Martin Luther King Parade Foundation reserves the right to cancel scheduled events or parade. **Application fees are non-refundable**. If cancelled, there are no alternative dates.

FOOD VENDOR/ CONCESSIONS AGREEMENT
MARTIN LUTHER KING PARADE
TAMPA, FLORIDA

!!! DEADLINE FOR APPLICATION AND PAYMENT DECEMBER 31st !!!

The Dr Martin Luther King Parade Foundation, Inc. and the vendor listed below agree that subject to the terms and conditions of this Agreement, Vendor shall sell only the products specified and approved by the Parade Foundation. Vending locations will be assigned by the Parade Foundation. This Agreement does not imply nor guarantee any exclusivity as to the selling of the products contracted under item (A) below:

VENDOR INFORMATION (PLEASE PRINT LEGIBLY)

Company Name:_____Contact:_____

Address:_____City:_____State:_____ Zip: _____

Phone:_____ Cell:_____Fax_____E-mail_____

(A) DESCRIPTION OF PRODUCTS
(Use extra sheet if necessary)

Item_____
Item_____
Item_____
Item_____
Item_____

Any changes in specification of products to be sold (including additions or deletions to these agreed upon items) must be signed by BOTH parties and attached to this Agreement as an Addendum prior to them being sold. If food is to be prepared, please describe the method of preparation (i.e. fried, grilled, boiled, etc.)

Food vendors who cook shall come prepared with ½ inch plywood and grease proof tarp/covering. The plywood and covering will be placed as flooring under your designated work area and completely protect preparation and cooking areas from grease contamination and food spills. Vendors will need to bring a container onsite where old or used grease can be contained. They must take this grease off city property and dispose of it properly. Please see a list of grease disposal sites at the following website.

http://www.tampagov.net/wastewater/programs/grease-ordinance/grease-hauler/grease-hauler-disposal-sites#Depot

Any food vendors without these requirements will not be permitted to set up or conduct any business until the City enforced requirement has been satisfied. If you do not satisfy the City's requirement, you will forfeit your entire payment, and will not be able to vend. No refund will be granted.

To ALL Vendors − Please be advised that NO vehicles will be allowed to park anywhere on the parade route. Vendor locations are assigned by the Parade Foundation upon application. Vendors will be allowed to set-up trucks, tents and needed materials during the designated drop-off period, 8 am to 10 am on the day of the parade. Vendors may only operate at assigned locations. Each separate location requires a separate vendor fee. **Alcoholic beverages are strictly prohibited.**

To ALL Vendors – Each registered vendor will be issued a vending permit package by the Dr Martin Luther King Parade Foundation. This package will include a pass, to be displayed prominently on the vending booth or vehicle. Vendors operating without a pass issued by the Parade Foundation will be prohibited from vending, and any existing operations will be shut down.

Vendor Application Fee - $300 per 10 linear feet. In addition, a $100 Security Deposit PER LOCATION is required with each application.

All insurance certificates indicating coverage as required per Item (4) of this contract's terms and conditions shall be remitted at the time of original application. All fees shall be made payable and forwarded to:

Dr Martin Luther King Parade Foundation, Inc.
5112 N 22nd St.,
Tampa, Fl. 33610

Terms and Conditions

1.) Dr Martin Luther King Parade Foundation, Inc. reserves the right to conduct random ''spot audits'' of Vendors' inventory and operations.

2.) Vendor sales outlet(s) will be located only within spaces specifically determined by Dr Martin Luther King Parade Foundation, Inc. management. Locations are subject to change, at any time, at the discretion of Dr Martin Luther King Parade Foundation, Inc. or Government authorities. Vendor shall not setup or park on City Right of Way unless the Right of Way has been closed by the City MOT (Maintenance of Traffic) for the event.

3.) Vendors are responsible for supplying their own personnel, tables, chairs, equipment, and signage. Vendor shall be responsible for the obtainment of all health permits and occupational licenses required. Vendor agrees to abide by all city, state and federal rules and regulations applicable to its activities at the Martin Luther King Day Parade.

4.) Vendor, at its sole cost and expense, shall procure, maintain, and carry in force throughout the term of this Agreement the following levels of insurance coverage. This coverage needs to be with a carrier licensed in the State of Florida. Current certificates of insurance must be provided to Dr Martin Luther King Parade Foundation, Inc. and maintained at all times during this Agreement.

Worker's Compensation; Vendor shall provide Worker's Compensation for all employees at the site location. The limits shall be statutory for all Workers' Compensation.

General Liability. Vehicle General Liability & Comprehensive Coverage and Product Liability Insurance Coverage; Vendor shall provide coverage for all operations including, but not limited to, Contractual, and Products and Completed Operation. The limits shall not be less than $1,000,000 (One million dollars)/claim and minimum of $2,000,000 (Two million dollars) aggregate, Combined Single Limit (CSL) personal injury and/or property damage, or its equivalent.

Vendor shall, prior to the event indicated, provide Dr Martin Luther King Parade Foundation, Inc. with a certificate of insurance indicating that the Vendor has vehicle general liability & comprehensive coverage, as well as product and general liability insurance covering any and all damages caused by Vendor or his employees, equipment, or products in an amount equal to $1,000,000 per claim and minimum of $2,000,000 aggregate. Vendor agrees to indemnify and hold harmless the Dr Martin Luther King Parade Foundation Inc., any and all ‘‘Title’’ and ‘‘Presenting’’ event sponsors, and the City of Tampa from any and all loss or damage to Vendor, Vendor's employees, customers, or any other person(s) attributable to any act or omission of Vendor and list them as additional insureds.

5.) This Agreement shall be void upon assignment or attempted assignment by Vendor. Dr Martin Luther King Parade Foundation, Inc. reserves the right to terminate this Agreement for any of the following reasons: Vendor sells, or attempts to sell, any product, or service other than those specified above, or breaches any of the terms or conditions contained in said Agreement, or the rules and regulations of the event stated. In the event Dr Martin Luther King Parade Foundation, Inc. terminates this Agreement, Vendor shall immediately cease any activities and remove all equipment, personnel, and other property and forfeit any fees paid to Dr Martin Luther King Parade Foundation, Inc. hereunder.

6.) No vendor shall be permitted to sell snap **n'** pops, silly string, or spray urine. No tent staking, no charcoal use, and no grease/ oil dumping. Vendor must provide for storage and removal of oil. **Security deposit will be withheld for any vendor site with grease/ oil dumping.**

By signing below, I attest that I am an agent of Company/Organization authorized to enter into this contract and bind Company/Organization. This application when approved shall constitute a legally binding contract between Company/Organization and the Dr Martin Luther King Parade Foundation, Inc. and shall be enforceable under law. This application will not be processed without the authorized vendor’s signature and must be postmarked according to the fee schedule selected as indicated on vendor form. I certify that I have read and agree to the Terms and Conditions of this application.

!!! DEADLINE FOR APPLICATION AND PAYMENT DECEMBER 30th !!!

Date:_____

Dr Martin Luther King Parade Foundation, Inc.:_____
Company Representative

Company Name:_____

Vendor Name:_____ Authorized Signature:_____

VENDOR FEE

Minimum Fee: $ 300.00 per location

Security Deposit: $ 100.00 per location

TOTAL DUE: $ 400.00

Application and fees can be submitted online at our website www.mlkjrparade.com. Payment and application can also be mailed to:

Dr Martin Luther King Parade Foundation, Inc.
5112 22nd St.
Tampa, Florida 33610

Questions? Our office number is 813-302-9495 or e-mail us at info@mlkjrparade.com

CONTRACTED LOCATIONS	(FOR OFFICE USE ONLY)
LOCATION 1	
LOCATION 2	
LOCATION 3	

SECURITY DEPOSIT

AGREEMENT

As a participating vendor in the Martin Luther King Day Parade, a security deposit fee of $100.00 per location will be charged. This security deposit is held to cover any incidental damages that may be caused by your operation at the stated event (i.e. grease spillage, sod damage, etc.) Note the following:

No oil dumping
No charcoal use
No tent staking
No subcontracting

Additionally, please note that sale of the following products are PROHIBITED:

No silly string
No snap 'n' pops
No spray urine

As a participating vendor at the Martin Luther King Day Parade, I understand what is required of me to receive a refund of my security deposit.

Vendor Name:_____

Authorized Signature:_____

Date:_____

Total Security Deposit(s) Paid: _____
One deposit per location

Refunds will be issued in approximately 10 business days following the parade