



# 3<sup>ND</sup> Annual Monster Car Show

## Vendor Application



**EVENT DATE & TIME:** Saturday, October 15<sup>th</sup>, 2022  
4:00 p.m.-9:00 p.m.

**SET UP TIME:** Food Trucks can start to arrive at 1:00 p.m. If you require an earlier time, please note time on your application  
Vendors can start to arrive at 1:30 p.m.  
Tear down is after the event is over at 9:00 p.m.

**LOCATION:** The Lake House  
1202 Kenlake Ave.  
Spring Hill, FL 34606

**REGISTRATION FEE:** **Food Vendors / Trucks** - \$200 \*limited spaces available  
**Craft / Commercial Vendors** - \$60 + a minimum of 10 bags of Halloween candy for kids  
**Non-profits**-FREE + kid activity + a minimum of 10 bags of Halloween candy for kids  
**Event Sponsors**-FREE (with paid sponsorship) + a minimum of 10 bags of Halloween candy for kids

**EVENT CONTACT:** Jennifer Harpin, BGCHC, [jharpin@bgchernando.org](mailto:jharpin@bgchernando.org) or at (352) 666-0068 ext. 124.

**REGISTRATION DEADLINE: Friday, October 10th, 2022**

**Boys & Girls Clubs of Hernando County and Hernando County Parks & Recreation** reserves the right to exclude a vendor or the sale of individual vendor products that do not reflect the overall theme of the event. Vendors will be notified should there be an excluded product. **Tables, tents, chairs, or electric cords are not provided.** Vendors are responsible for all setup and tear down of the assigned area during the time frame provided. Vendors are responsible for keeping their area clean and free of litter. All vendors are to remain on-site during the scheduled event time frame. Vendors must fill out the attached application and return it with the appropriate documentation. Vendors are responsible for collecting and reporting sales tax to the State of Florida

## Vendor Rules & Regulations

The following are the agreement terms for vendor spaces at the **3<sup>rd</sup> Annual Monster Car Show**. Each vendor will abide by all terms listed in this agreement.

- **Eligibility:** Boys & Girls Clubs of Hernando County and Hernando County Parks & Recreation reserves the right to determine whether any company or product is eligible under the standards for inclusion in the event.
- **Eligible Products:** Vendors must list items in detail that they wish to sell. **No vendor is permitted to sell alcohol.** All applications will be reviewed by staff, and approval will be given for all items to be sold. This includes all menu items, crafts, informational and promotional items. This is a family-friendly event.
- **Halloween Candy:** Over 800 children are estimated to attend the event, due to this, we are asking all Vendors and Non-profits agree to bring a minimum of 10 bags of Halloween candy for their booth/table during the event.
- **Kid-Friendly Activity (Non-profits):** Non-profit vendors agree to have a kid-friendly activity at their booth/table along with Halloween candy.
- **Booth/Table Assignments:** Boys & Girls Clubs of Hernando County and Hernando County Parks & Recreation will assign booth/table locations for all vendors. Consideration will be given to those with special requests; however, spaces are assigned based on the best interest of the event. An email will be sent with a map of the event grounds with spaces marked and an area showing where vendors must park once their area is set up. **All spaces are pre-assigned and are final. All displays must be set up, and vehicles must move to designated parking areas by 3:30 pm day of the event, no exceptions. Vehicles are prohibited in the vendor area during event hours.**
- **Insurance Requirements:** All food vendors must provide proof of liability insurance in the amount of \$1 million per occurrence. Boys & Girls Clubs of Hernando County and Hernando County must be named additional insured, a certificate holder, and a waiver of subrogation in favor of the Boys & Girls Clubs of Hernando County and Hernando County. Proof of worker's compensation is required for all food vendors. Auto insurance is required for all vendors utilizing a trailer as their vendor space or if the trailer will be accessed next to the vendor booth. Craft/ Commercial Business vendors must sign the hold harmless waiver prior to the application being accepted.

### 1. Certificate holder must read as follows:

Hernando County Board of County Commissioners  
15470 Flight Path Drive  
Brooksville, FL 34604  
and

Boys & Girls Clubs of Hernando County, Inc.  
366 Beverly Court  
Spring Hill, FL 34606

### 2. Description of operations should read:

Boys & Girls Clubs of Hernando County, Inc. and Hernando County BOCC is named as additional insured regarding General Liability. Waiver of Subrogation is in favor of additional insured, certificate holder or Boys & Girls Clubs of Hernando County, Inc. and Hernando County BOCC.

- **Fire & Safety:** All federal, state and local regulations pertaining to fire and safety must be adhered too. All electrical cords must be grounded and UL approved. Please label your cords—NO SELLING OF FIREWORKS OR FIREWORK-LIKE ITEMS.
- **Food Vendors:** Once your menu is approved, there is no deviation from what was approved. Please indicate in the special request section what side you serve out of if in a trailer.
- **Grease Disposal:** Vendors are responsible for their own disposal of grease. There is absolutely no dumping of grease on event grounds.
- **Trash Disposal:** All food vendors will be required to provide their own trash receptacle. There are several throughout the venue that is for the use of attendees, not for vendor disposal. Please take all trash from the vendor area to the dumpsters located within the venue grounds at the end of the event.
- **Cancellation Policy:** There are NO REFUNDS.
- **Registration Process:** Fill out the attached application return it to Boys & Girls Clubs of Hernando County with all proper documentation. Registration forms can be submitted via email to [jharpin@bgchernando.org](mailto:jharpin@bgchernando.org) or by mailing to:  
Boys & Girls Clubs of Hernando County, Inc.  
366 Beverly Court  
Spring Hill, FL 34606
- **Application Approval:** You will receive an email confirmation when the application is approved. Once the application has been approved, payment can be accepted. **DO NOT MAKE PAYMENT UNTIL AFTER YOU RECEIVE THE APPROVAL EMAIL.** Payments can be made online at or by check (mailed to the above address), money order, or credit card VISA, MasterCard, or Discover.

**Any questions, please do not hesitate to contact Jennifer Harpin at  
(352) 666-0068 ext. 124.**

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## Vendor Application

For Office Use Only	
Date Received:	_____
Date Approved:	_____
Fee Received:	_____
Waiver Signed:	_____
Spot Assigned:	_____

Business/Organization Name: \_\_\_\_\_

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business/Organization Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

E-Mail: \_\_\_\_\_

### Vendors

Vendor Type (Please circle one)	Craft / Commercial	Food Truck	Nonprofit	Sponsor
Cost	\$60.00 + Halloween Candy	\$200	Free + Activity + Halloween Candy	Free(w/paid sponsorship)
Insurance / Waiver	Waiver	Insurance	Waiver	Waiver
Booth/Table Size (fill in)				
Size of trailer (if applicable)				
Electricity Needed (yes or no)				

**Food Trucks-Please list your full menu:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Craft / Commercial-Please list items in detail that they wish to sell:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Nonprofits:-Please describe in detail the kid-friendly activity you will have:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_