



2019 CHASCO FIESTA™, INC.
Sponsor VENDOR Application & Contract
Friday, March 29^{thru} Saturday, April 6, 2018

Sponsor Application and Contract for 2019 Chasco Fiesta™, vendor space beginning Friday, March 29, 2018 thru Saturday April 6, 2019 located in the south side of Sims Park, with booth staging area between the Main Street entrance and the “Main Circle” of Sims Park . Vendor spaces are 10 x 10 or 10 x 20.

All spaces are located outside with limited access to any utilities and Vendor must provide tent, tables, chairs, and comply with tent reinforcement described in page three under contract of this application. You MUST commit to manning your vendor booth to the full 9 days as defined in page three under contract.

Completed application and sponsorship check payable to Chasco Fiesta™, Inc. can be mailed or delivered to:

Chasco Fiesta, Inc. 6330 US HWY 19 New Port Richey, FL 34652.
 Deadline for completed application and deposit is: **February 1, 2019.**

Complete the following and print clearly:

Business/Organization Name: _____

Contact Name: _____

Address: _____

City _____ State _____ Zip _____

Contact Phone Number: (_____) _____ Emergency Contact Number (_____) _____

EMAIL: _____

This is critical as information regarding the event will be communicated via email.

Space:

Application fee is non-refundable once it is accepted and processed by Chasco Fiesta™ Inc..

_____ 10x10 9 Day Space (Friday March 9 – Saturday March 17, 2018) \$500 non-refundable deposit

_____ 10x20 9 Day Space (Friday March 9 – Saturday March 17, 2018) \$750 non-refundable deposit

Vendor Fee Agreement: _____ **(Please Initial that you accept Fee Agreement)**

Vendor agrees to pay Chasco Fiesta the non-refundable deposit to secure their space by agreed time. Vendor also agrees to fill out the daily TALLY SHEET provided by Chasco Fiesta and Submit the final payment of the 20% of GROSS SALES and a copy of the Tally Sheet no later than Sunday April 7, 2019.

Power Request:

Vendors requests Chasco Fiesta to supply power (power is not guaranteed), vendor understands they must comply with power requirement and supply their own 10-gauge power cords to run their vendor booth.

_____ Yes...Please initial _____ Vendor understands that power is not guaranteed and will not hold Chasco Fiesta™ responsible for supplying power as limited supplied power sources are available.

_____ No...Please initial _____ Vendor does not need power source.

LIST MERCHANDISE/PRODUCTS: Prepared food and vendor labeled waters bottles are PROHIBITED!!

Please list items vendor will be selling to promote their business, Chasco Fiesta has the right to deny products and services per City of New Port Richey regulations and agreement.

Set-up: Vendor space assigned will be communicated by the Thursday evening of the event week, to the above email address provided. Space numbers will be written on the pavement or posted signs by Friday noon. Vendor is required to be setup Friday, March 29th by 2:00 pm, and stay until the agreed requested time and date per contract and application. No vehicles are allowed into Sims Park, committee manned golf carts will be available per first come first serve basis for loading and unloading.

Security: Beginning at 11:00PM each night and ending the next day at 7:00AM on site volunteered security staff will be located at the site. No one assumes responsibility for stolen or missing goods/merchandise. Do not leave anything of value at your space

Space Assignment: We will do our best to assign spaces in consideration of vendor request. You will be allowed to withdraw your participation and will be considered a withdrawal if you are not opened for business at the required open for business times, however there will be no refunds or rain checks.

Weather: This is a Rain or Shine event and there will be no refunds due to any weather or Acts of God.

Required Hours of Operation:

Friday	March 29	2:00 PM*	11:00 PM	*Must be ready at 2:00 pm for Tent
Inspections	Saturday	March 30	11:00 AM	11:00 PM
Sunday	March 31	1:00 PM	10:00 PM	
Monday	April 1	5:00 PM	9:00 PM	
Tuesday	April 2	5:00 PM	9:00 PM	
Wednesday	April 3	5:00 PM	9:00 PM	
Thursday	April 4	5:00 PM	10:00 PM	
Friday	April 5	5:00 PM	11:00 PM	
Saturday	April 6	11:00 AM	11:00 PM	
Sunday	April 7	Break Down Begins at 8:00 AM you Must be out of the park by 6PM.		

Vendor Requirements:

- Vendor must provide their own 10 x 10 or 10 x 20 tent for the event.
- Vendor must install their tent in a safe and secure manner, staking of tents or drilling of holes in grass or pavement is prohibited. Tent weights are preferred; tents must have a minimum of 15-pounds weight at each leg (5-gallon buckets full of water or sand is acceptable). A tent inspection will be performed, and directions must be acted upon direction of city inspectors. This event can have high winds and tents must be secured.
- **Vendors must be open for business during all required hours for the nights in which vendor agreed to participate during the 2019 Chasco Fiesta™.**
- Vendors are not allowed to sell any items that are offensive or obscene. No drug paraphernalia, alcohol, tobacco products, or firearms
- Vendors are not allowed to obstruct the view or adversely affect the display of other vendors.
- Vendors must keep their display racks, tables, merchandise, products within their assigned space numbers.
- No hanging, nailing or tacking any items to trees or stubs, or buildings.
- Vendors must be considerate of the City of New Port Richey and Sims park property.
- Vendors must provide all shelter, chairs, tents, tables, and trash receptacles, required for your merchandise/product.

Contact: The Chasco Fiesta Executive Director can be reached at: director@chascofiesta.com or (727) 300-5540.

By signing below, I agree that all rules and information on the application is true and correct and to the attendance to the 2019 Chasco Fiesta TM. The signatory understands that the event representative of Chasco Fiesta TM, Inc. reserves the right to limit or discontinue the participation of a vendor at any time for any reason. The Vendor releases and forever discharges *Chasco Fiesta TM, and City of New Port Richey, and/or any of their employees, members, or volunteers*, from any responsibility, personal liability, cost, loss or damage of any type to person or property.

Signature

Date

Please fill out and send all three pages along with your payment for the requested time and space to:

Chasco Fiesta TM, Inc. 6330 US HWY 19, New Port Richey, FL 34652.



City of New Port Richey

The Gateway to Tropical Florida

Chris Fitch, Fire

Chief

5919 Main Street, New Port Richey, Florida 34652

727-853-1032

727-853-1034 (fax)

Requirements for Special Events

Inspections shall be conducted on the agreed time with the event coordinator, unless alternate arrangements have been approved by the Fire Marshal.

Must comply with the following at time of inspection:

- **Tents:**
 - Must conform to all applicable codes and requirements.
 - Must be fire rated if over 10 ft. by 10 ft. or used for cooking of any type.
 - Approval label, certification or fire rated tag **MUST** be affixed to the tent.
 - Must be located at least 10 ft. from any existing structure.
 - **Must** have at least 10 ft. between each cooking vendor.
 - Non-cooking tents may have up to 4 tents connected but must maintain 10 ft. on both sides between them and the next vendor.
 - Must be properly secured and/or anchored by 15 lbs per leg and no stakes allowed.
- **Portable ABC fire extinguisher:**
 - **For all cooking operations**, other than deep frying, a **minimum 2A:10BC** rated extinguisher minimum 5 lbs is required.
 - Extinguisher must be placed in a conspicuous location, adjacent to the cooking appliance, not obscured from view and readily accessible for immediate use.
 - If cooking appliances are separated, additional extinguishers are required.
 - Extinguisher **MUST** be inspected annually and have a current inspection tag.
- **K type portable fire extinguisher if cooking with fryer or emitting grease laden vapors:**
 - For deep frying cooking operations, a K extinguisher with a minimum 40 BC rating being a minimum of 2.5 gallons is required.
 - Extinguisher **MUST** be inspected annually and have a current inspection tag.
- **LP gas cylinders:**
 - All tanks shall be secured and protected from damage in the upright position on a solid surface as required by NFPA 34.
 - 3 point anchoring is recommended for larger tanks.
 - Tanks shall be closed when not in use.
 - LPG equipment and connections must be in good working order and are subjected to testing prior to use.
- **Cooking equipment:**
 - Must be away from combustible material, and in good working order.
 - All equipment is subject to testing prior to use.
 - All fryers must be installed on a base so that the fryer is completely stable.
 - All fryers must have lids available for immediate use.
 - Must not obstruct walkways or exit ways.
 - Maintain access to disconnect fuel supply gas or electric.
 - Shall be arranged to protect public from accidental contact with cooking equipment.
 - Where deep fryers are adjacent to open flame cooking devices they shall be separated by 16 inches or a noncombustible baffle of at least 8 inches in height.
 - No cooking within 10ft of any existing structure.
- **Electrical:**
 - Must conform to requirements of National Electrical Code.
 - Prior to connecting to the City's electrical source, vendors will inform parks and recreation personnel and receive approval.
 - Extension cords must be 10 gauge 2-wire with a ground (so they will have 3 prongs) when connecting to electrical source.

- The 10 gauge wire from the city's connection will run the vendor tent and connect to a power strip with surge protection. All vendor appliances will then plug into the power strip.
- Generators and outdoor wiring must have GFI protection.
- Generators that are accessible to the public must provide a physical barrier to protect from accidental contact.

It is the event coordinator's responsibility to assure compliance with all applicable Codes and requirements. For additional information, please contact:

New Port Richey Fire Department 727-853-1032 or the **Development Department** 727-853-1047

I, _____, **have read and understand the above requirements.**
Print name

Signature: _____

Date: _____



Vendor Responsibilities

Event: _____ Event Date: _____

_____ Proof of Inspection Tag on Fire Extinguishers

_____ Proof of Certification label and/or fire rating tag affixed to the tent of the fabric

_____ Acknowledgement that you have read the vendor requirements for Special Events

_____ Acknowledgement that you will be on site for inspections, load-in and load-out and the allotted duration of the event

_____ I understand that failure to comply with City Rules & Regulations could cause a delay in opening for business, participation in the event and/or further participation in other events held in the City of New Port Richey

Business/Vendor _____

Print Name _____

Signature _____ Date _____