



# RIVER CITIES FESTIVAL

53 Curtiss Parkway  
Miami Springs FL, 33166

## RULES AND REGULATIONS

**BOOTH SPACE:** All booths are 10'X10'. All space requirements must be stated on your application, and a picture of your exhibit is requested. If you use a motor vehicle the overall length must be stated including all attachments. Understating your space requirements may result in your relocation and/ or additional charges.

**HOURS:** Fri., April 12, 2019: 5:30 PM to Midnight; Sat., April 13: 11:00 A M to Midnight; Sun., April 14: Noon to 9:00 PM. Vendor/Exhibitor agrees to provide all materials and labor and necessary for set up and breakdown. Equipment such as tents, chairs, tables etc. must fit in the required space provided and agreed upon by the River Cities Festival.

**SET UP TIMES:** Friday starting at 8:00 a.m. for booths on Canal Street. Friday starting at noon for the Circle area booths. The Circle will be closed to all traffic at 2:00 p.m. Early set up is for tent or booth structures after 9:00 a.m. Merchandise should be unloaded later after closure of the inside lane. Arts and Crafts booths can be set up after 2:00 p.m. on Friday. **No structures allowed on the sidewalks.** Breakdown of all booths will not begin until 9 PM on Sunday with removal beginning at 9:15 p.m. All booths are to be removed by 11:00 p.m. Sunday. No vendor/exhibitor may leave the area before 9:15 p.m. Sunday, April 14 without the approval of the River Cities Festival Executive Director.

**ELECTRICAL POWER:** Electricity is provided in one 110 Volt/ 15 Amp outlet for GENERAL LIGHTING. **UL approved equipment and ground extension cords are required and must be of sufficient capacity to maintain a safe environment.** Vendors are required to provide information regarding electrical requirements on their application. Any need over and above the single outlet capacity may be assessed an additional charge but then, only if approved by the River Cities Festival Executive Director.

**LIABILITY:** Proof of insurance is required and all health regulations must be complied with.

**SECURITY:** Each exhibitor is responsible for the security of his or her property from setup until breakdown. Police presence will be on site during the Festival from opening Friday thru Shutdown Sunday night, for SAFETY AND PROTECTION ONLY.

**CLEANUP:** Each exhibitor is responsible for the cleanup of their booth space including trash removal. **All dumping of any materials into the street or canal is strictly prohibited.** Cooking oils/ grease **MUST** be deposited in the proper designated containers. Unsightly areas or areas in disarray will be cleaned up at the vendor's expense.

**VEHICLES:** Vehicles are to be removed as soon as unloaded and taken to parking areas clearly marked on the locator map. Use of the space is restricted to the person whose name appears on the contract. Vehicles will not be permitted to park on the grassy area of the Circle. Loading and Unloading must be accomplished from the inside lane of the Circle after the street is blocked by MSPD. **Vehicular traffic is strictly prohibited on Festival grounds during operating hours, and not before 9:15 p.m. on Sunday after booth breakdown.**

**RIGHTS & PRIVILEGES:** The River Cities Festival reserves the right to close down any vendor found to be in breach of any of the aforementioned Rules and Regulations, and in that event **NO refunds will be made.**

There will be no exclusivity of food or products for vendors at the Festival however; the River Cities Festival may apply limitations. All fees are to be paid with the application a week in advance of the Festival. The River Cities Festival Executive Director retains the right to reject a vendor application for any reason. Cost of space includes fees for public services. Only cash and/or credit cards will be accepted after April 10, 2019.

**GUNS, KNIVES, SPRAY CANS, SILLY STRING, STINK BOMBS AND POPPERS WILL NOT BE ALLOWED OR SOLD ON THE FESTIVAL GROUNDS. THE FESTIVAL RESERVES THE RIGHT TO UPDATE THE LIST OF NONALLOWED ITEMS THROUGHOUT THE FESTIVAL. ANY VENDOR ASKED TO REMOVE AN ITEM FROM THEIR BOOTH WILL BE GIVEN ONE CHANCE. IF THE ITEM IS FOUND A SECOND TIME FOR SALE AT VENDOR'S BOOTH, THE VENDOR/EXHIBITOR WILL BE ASKED TO LEAVE, AND NO REFUND WILL BE GIVEN.**

RETURN APPLICATIONS AND FEES PAYABLE TO: RIVER CITIES FESTIVAL P.O. BOX 526600, MIAMI, FL 33152. OFFICE: 53 CURTISS PARKWAY, MIAMI SPRINGS, FL 33166. For information, call the River Cities Festival at 305-887-1234 or Tom Curtis at 786-262-4616.