



## City of Gainesville - Depot Park VENDOR APPLICATION

Please initial each line to indicate your acknowledgement and agreement of park rules and requirements:

- \_\_\_\_\_ Vendors must provide:
  - *Applicable* Business License, Food Vendor License or Mobile Food Vendor Permit.
  - Proof of liability insurance with a visible expiration date.
  - Valid Driver's License and proof of motor vehicle insurance (provide upon request if driving in Depot Park).
  - Photo of the setup (truck/trailer/cart/etc).
  
- \_\_\_\_\_ Electricity:
  - **Generators are NOT PERMITTED** in Depot Park.
  - One outlet (50 amp, 30 amp, or 110/120 volt) may be made available depending on vendor placement and available electrical outlets.
  - Please provide a photo of your plug to confirm accessibility.
  
- \_\_\_\_\_ Vendors cannot break down setup or leave the event prior to the conclusion of the event.
  
- \_\_\_\_\_ Vendors vehicles **cannot enter, exit, or drive within Depot Park** unless escorted by a member of Depot Park staff.
  
- \_\_\_\_\_ Vendors are responsible for providing their own supplies including, but not limited to, fire extinguishers, a trash can, trash bags, extension cords, plug adapters, etc. At a minimum, a 40 BC fire extinguisher, extension cords, hoses and means to wash utensils and hands.
  
- \_\_\_\_\_ Vendors are responsible for removal of all cooking by-products (i.e., grease) from Depot Park.
  
- \_\_\_\_\_ Vendors **must properly weight tents and displays**. Depot Park is a brownfield site and the ground cannot be penetrated. There can be absolutely no staking in Depot Park.
  
- \_\_\_\_\_ Vendors are responsible for maintaining their space and its surrounding areas during the event.
  
- \_\_\_\_\_ All trash generated must be placed in the Depot Park dumpster, not the trash receptacles.
  
- \_\_\_\_\_ Failure to follow the rules will result in exclusion from future Depot Park events.
  
- \_\_\_\_\_ Vendors retain all proceeds from sales, however, vendors are responsible for collecting and paying Florida State sales tax.

### **FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION INSPECTION:**

*All food vendors must follow the rules set forth in the **Guidelines for Temporary Events** produced by the Florida Department of Business and Professional Regulations, Division of Hotels and Restaurants. Food vendors that do not have an annual license must be prepared to apply for and purchase a license on-site in the event of inspection. The fee is \$91.00 and it must be paid in cash. Food vendors who hold an annual license must bring it as proof for the inspector. Information may be found at:*

*[http://www.myfloridalicense.com/dbpr/HR/forms/documents/5030\\_034.pdf](http://www.myfloridalicense.com/dbpr/HR/forms/documents/5030_034.pdf)*



**City of Gainesville - Depot Park  
VENDOR APPLICATION**

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

Owner/Vendor Full Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

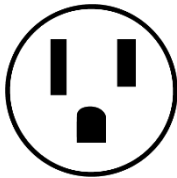
**License** to do business attached?  Yes  No      **Proof of insurance** with the expiration date attached?  Yes  No

**Method of Food Prep/Cooking:**  Gas     Electric     Fryer     Charcoal     Other: \_\_\_\_\_

**Vending Layout:**  Truck/Trailer     Tent    **Size:** \_\_\_\_\_      **Vending Window:**  Driver side     Passenger     N/A

**Connection to potable water spigot requested**  Yes     No      **Potable Water will be used for:** \_\_\_\_\_

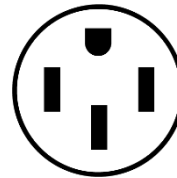
**Electric Requested:**



110v/120v



30amp



50amp

**Please provide a list (including quantity) of all items you plan to connect to electricity.** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Please provide a list of the items you plan to sell/giveaway, attach additional sheets if necessary.** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**GENERAL RELEASE:** The undersigned, individually or as representative of a company or organization, in consideration for the City of Gainesville’s permission to participate as a vendor at Depot Park, does hereby discharge, release, indemnify and hold harmless the City of Gainesville, its employees, agents, and officers and all other sponsoring organizations, from all manner of actions, suits, damages, and claims whatsoever resulting from any loss or damage to the person or property of the undersigned and the undersigned’s employees, volunteers, representatives or agents while in possession of the vendor space at Depot Park.

**I HAVE READ AND AGREE TO ABIDE BY ALL RULES PERTAINING TO DEPOT PARK AND THIS APPLICATION. PLEASE VISIT DEPOTPARK.ORG FOR A COMPLETE LIST OF DEPOT PARK RULES.**

**Vendor Signature:** \_\_\_\_\_

**Today’s Date:** \_\_\_\_\_