



**CITY OF BELLEVIEW**

*"City with Small Town Charm"*

5343 S.E. Abshier Blvd., Belleview, Florida

34420 [www.belleviewfl.org](http://www.belleviewfl.org)

Telephone: (352) 245 -7021 Fax: (352) 245-6532

**FOUNDER'S DAY  
Vendor Application  
Saturday, May 6<sup>th</sup>, 2023  
10:00 am – 3:00 pm**

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

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

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

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Items to be sold: \_\_\_\_\_

Additional Info: \_\_\_\_\_

**Booth Type –**

Non-Profit Vendor (Must provide 501©3) – Fee waived

Non-Profit Vendor Distributing/Selling Food (Must provide tax-exempt certificate) - \$35.00

Craft Vendor - \$25.00 + 6.5% sales tax = \$26.63

Commercial Vendor - \$50.00 + 6.5% sales tax = \$53.25

Electricity \$10.00 + 6.5% sales tax = \$10.65      Total Fee \_\_\_\_\_

**Options to submit application and payment:**

**- By Mail**

- Please make check out to "City of Belleview"
- City of Belleview
- Attn: Mikaela Schrickel
- 5343 SE Abshier Blvd.
- Belleview, FL 34420

**- By Phone**

- 2% Debit/Credit Card processing fee
- (352) 233 - 2122

**- In Person**

- Belleview City Hall, 5343 SE Abshier Blvd
- Office Hours: Mon - Thrs, 7:00 am - 6:00 pm

**Acknowledgement**

**Please initial each item and sign below:**

The Founder's Day fee for Non-Profit Organizations Distributing Information (providing tax-exempt certificate) - \$0.00, with no sales tax

The Founder's Day fee for Non-Profit Organizations Distributing/Selling Food (providing tax-exempt certificate) - \$35.00, no sales tax

The Founder's Day fee for craft vendors - \$26.63. The fee includes \$25.00 + sales tax. Our sales tax as a municipality is figured at 6.5%

- The Founder's Day fee for commercial vendors - \$53.25. The fee includes \$50.00 + sales tax. Our sales tax as a municipality is figured at 6.5%.

Arrival time for vendors begins at 8:00 am. Vendors must be completely set up by 10:00 am. If vendor arrival is after 10:00 am, vendors will not be allowed to enter the event and will not be refunded.

Vendors may utilize food trucks, carts, trailers/wagons, temporary tents, or tables. Equipment/vehicles must be removed from the park when not in operation. No equipment or vehicles are to be left at the park overnight.

- Electricity spaces are limited and are provided on a first come basis at an additional fee of \$10.00.
- Service time is 10:00 am to 3:00 pm, with no exceptions. Packing and cleaning up are permitted if the vendor sells out prior to 3:00 pm. Vendor spaces must remain lit and accessible to optimize a professional look.
- Vendors must collect the proper sales tax and provide to the proper state licensing for food sales and preparation.
- The vendor must provide his/her own equipment as needed to properly provide the items/services indicated.
- The sale of tobacco products is prohibited.
- In the performance of the permitted services, the vendor will be acting in the capacity of an "independent contractor" and not as an agent, employee, partner, joint venture, or associate of the City. The food vendor shall be solely responsible for the means, methods, techniques, sequences, and procedures utilized in the full performance of the services permitted.

The City of Belleview reserves the right to modify the terms of the vendor application at any time at the City's sole discretion.

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I agree to indemnify the City of Belleview or anyone connected with the show and exhibit and hold them harmless against all actions, claims, liabilities, losses, costs, and expenses which, in any way may arise in connection with or resulting from Founder's Day, including claims for bodily injury or death of persons, and for loss of or damage to property, whether the same is due to negligent act of omission of this organization, their agents, employees, or otherwise.

**This is a rain-or-shine event. There is NOT a rain date scheduled. Application fees are non-refundable in all circumstances.** Fees include space rental, advertisement, and processing. Vendors must be set up by 10:00 am. All booths will remain open until 3:00 pm. Those vendors, who choose to dismantle booths and leave early, will not be invited back to Founder's Day. Remit application to: City of Belleview 5343 SE Abshier Blvd., Belleview, FL 34420. There will be a fee of \$25.00 for all returned checks. If you have any questions, please call Mikaela Schrickel at (352) 245-7021 Ext 2122 or email mschrickel@belleviewfl.org **Thank you for your participation.**

Signature \_\_\_\_\_ Date: \_\_\_\_\_