

The Harbors Market

At GHCA

Vendor's Application and information

**Date and Time of Event (s):** April 20, 2024 and November 9, 2024. Time of Event; 9am – 2 pm.

**Application/Agreement:** You will be provided with a 10' x 12' space. If you need two spaces, please make sure that you indicate on the application. Spaces are chosen on a first come first serve basis. Materials can not extend beyond the assigned space. **Vendors may not conduct sales outside of their designated area (no walking around with your goods).** Only one vendor is permitted per space, no sharing.

Vendors need to provide their own tents, tables, chairs, displays, etc. The canopy must fit within the space provided by the event and be able to withstand the weather conditions. Vendor is responsible for any damages caused and space must always be staffed. We **recommend bringing four (4) 25 lb or more weights for your tent in cases where it is windy.**

Tents must be labeled as fire resistant. It is required that all vendors have an ABC fire extinguisher (per fire Marshall and State of Florida). It is mandatory that all food vendors have adequate fire extinguishing equipment with current certification tags. New extinguishers do not come with certification. Class K extinguishers are required for booths, if fryers are being used.

**Space Assignments:** Space is limited, and all spaces will be assigned on a first come first serve basis. The spaces will be laid out and sent to you via email by the Wednesday before the event. The event sponsor makes no guarantee of location. Similar vendors may be accepted, however, every effort will be made to keep a reasonable distance between vendors selling similar items. Sales will be restricted to those items listed on your application. The sale of firearms, alcohol, obscene materials, stolen merchandise, illegal paraphernalia or other items that are unlawful or not pre-approved by the event sponsor are strictly forbidden.

**Vendor Fees:** Vendor fees for the 2024 year are as follows:

Standard Retail Space (10 x 12) \$35.00

**All applications must be accompanied Hold Harmless agreement and with payment, no monies will be collected at the event unless some type of arrangement has been made prior to the event. Fees are non-refundable.** The event is held rain or shine unless we deem it necessary to cancel due to severe weather or circumstances beyond our control. If we cancel the event due to bad weather, your vendor fee will be rolled over to the next month's event only if you were all ready signed up for the month that was cancelled, and you did not cancel prior to our cancellation.

For any other month that you cancel or do not show up, there are no refunds granted or rollover of fees.

You may pay month to month or up to as many months that you would like. Please keep in mind, if you pay in advance and can't make that month, the fee does not roll over nor will any refund be issued. You do not need to complete a new application each month. Your application will be marked accordingly. **When emails are sent to confirm attendance, please make sure you respond by the date indicated in the email and vendor fee is remitted by date required.**

**YOU MUST INDICATE ON THE SECOND PAGE OF THE APPLICATION EVERYTHING THAT YOU ARE SELLING OR WHAT YOUR SERVICES ARE THAT YOU WILL BE PROVIDING. THIS IS VERY IMPORTANT FOR ANY FOOD VENDOR OR FOOD TRUCK. WHATEVER YOU LIST AS YOUR MENU IS WHAT YOU ARE TO SELL. IF YOU CHANGE YOUR MENU FROM MONTH TO MONTH, YOU MUST NOTIFY US AS TO WHAT YOUR NEW MENU WILL BE. YOUR APPLICATION IS NOT COMPLETE IF BOTH PAGES OF APPLICATION IS NOT SUBMITTED ALONG WITH YOUR VENDOR FEE.**

Link for Photos of your wares so we can market the event: <https://www.facebook.com/Harbors-Market-104590601990238/>

**Electricity is provided upon request.**

**Security:** Vendors are fully responsible for their own personal property. The Gulf Harbors Civic Association or any other sponsor of the event will not assume any liability for losses.

Vendors must comply with local laws and regulations. Anyone not conducting business in a professional manner or that is found to be non-compliant, may be removed or have their participation limited or discontinued during the event. Requests by State, County or event staff must be adhered to.

**VENDORS MAY NOT CHECK IN UNTIL 7AM. ALL VENDORS WILL BE CHECKING IN ONE PLACE. THIS INFORMATION WILL BE EMAILED TO YOU ALONG WITH YOUR SPACE NUMBER PRIOR TO EVENT. YOU CAN'T SETUP OR UNLOAD ANYTHING UNTIL 8 AM, SET UP MUST BE COMPLETE BY 9 AM. UNLOAD EVERYTHING OUT OF YOUR VEHICLE AND PARK BEFORE SETTING UP. VENDORS MUST REMAIN OPEN THE ENTIRE DURATION OF THE EVENT. NO VENDOR MAY BEGIN BREAKDOWN UNTIL 1PM. AT 1PM, YOU MAY COMPLETELY BREAKDOWN AND PACK UP YOUR BELONGINGS, AREA MUST BE VACATED NO LATER THAN 3PM. Vendors are responsible for their own breakdown of canopies and displays. YOU ARE RESPONSIBLE FOR REMOVAL OF YOUR TRASH. Due to layout of area, you may have limited access to your space. Please be prepared to bring your things in by cart, if necessary.**

**VENDOR PARKING:** You will be allowed, by GHCA, to park in the grassy area across from event space. Please keep in mind that our customers will also be parking there, so please take up only one spot.

**RAIN OR SHINE:** GHCA may change, adjust the hours or days of the event, or cancel the event due to forces of nature or occurrences beyond our reasonable control. Such changes will not be considered at breach of contract.

**SALES TAX:** Each vendor is responsible for collecting and paying applicable sales tax.

**RETURNED CHECKS:** For any checks returned by your bank, you will be assessed a \$25.00 fee in addition to replacement of the returned check amount.

## 2024 GHCA Harbors Market

### Vendor's Application

Full Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

Telephone: \_\_\_\_\_

Alternate Telephone: \_\_\_\_\_

Fee Required : \$35.00 per space per event (month)

Please indicate which event you would like to participate; 4/20/24 and 11/09/24

Please return completed application (2 pages) along with your check in the amount of fee payable to; GHCA, 4610 Floramar Terrace, New Port Richey, Florida 34652. Or you may drop your application and check to the GHCA office at the same location. PLEASE DO NOT DROP OFF ANYWHERE ELSE. If you need a receipt, kindly indicate and one will be sent to you. If you need any further information, please contact, GHCA.events@gmail.com.

*I acknowledge that I have read and fully understand the attached rules and agreement:*

*Hold Harmless*

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Vendor's Hold Harmless Agreement

By this agreement, \_\_\_\_\_

("vendor") and GULF HARBORS CIVIC ASSOCIATION, INC. and GULF HARBORS CIVIC ASSOCIATION CHARITABLE FUND, INC. ( the "hosts") agree as follows:

1. The hosts allow certain markets to be operated from time to time on property that they own or control in New Port Richey, Florida, Located at 4610 Floramar Terrace, Gulf Harbors, New Port Richey, Florida. Vendor is one of many vendors who wish to participate in the market to sell their goods and/or services to customers.
2. In consideration for the hosts allowing vendors to participate in the market, the vendor hereby releases and agrees to hold the hosts and their owners, directors, officers, employees, shareholders, members and agent (together the "releasees") harmless and to defend and indemnify them with regard to any claim made by vendor and any of it's owners, directors, officers, employees, shareholders, members, agents, tenants, guests, invitees and customers against any release for injury or other loss arising from vendor's participation in the market, even if the claim is caused or alleged to be caused in part or in whole by the negligence of any release.
3. The agreement shall apply to all markets in which vendor participates in the future. In any litigation to enforce this agreement the prevailing party shall be entitled to recover its attorney's fees from prevailing party.

GULF HARBORS CIVIC ASSOCIATION, INC.

Signed on \_\_\_\_\_,

By its \_\_\_\_\_

GULF HARBORS CHARITABLE ASSOCIATION FUND, INC.

Signed on \_\_\_\_\_,

BY its \_\_\_\_\_

Signed on \_\_\_\_\_,

\_\_\_\_\_

Vendor, by its \_\_\_\_\_

