



Marathon Latin Festival 2022

CONCESSION VENDOR APPLICATION AND AGREEMENT

Please note: Acceptance is not guaranteed. The purpose of the Marathon Latin Festival 2022 is to showcase and celebrate the Latin culture. Therefore, we will mainly accept food vendors that represent Latin American cuisine. In addition, every effort is made to showcase the diversity of Latin American foods. We want as many country's cuisines as possible to be represented. Given our space and electrical limitations, all applicants will be presented to a selection committee for approval.

Event Dates & Times: Saturday, December 17, 2022 (10:00 am – 10:00 pm)

Application Deadline: Wednesday, November 23, 2022

Application Fee: \$25 (check or money order) Booths fees are paid to BABY LORES MUSIC, INC. and deemed fully earned upon payment and no refunds will be made. This is a rain or shine event.

Booth Fee: 10'x10'=\$500, 10'x20'=\$1000

Sponsorships: In addition to the food booth fee, food vendors also would have the opportunity to become a sponsor of the event. Sponsorship packages range from \$250 - \$10,000 and include promotions leading up to and during the event. If you are interested in becoming a sponsor in addition to a food vendor, please request a sponsorship brochure.

Cleaning Deposit: \$250 (MUST be written as a SEPARATE check to BABY LORES MUSIC, INC. and due with this agreement) The \$250 Cleaning Deposit will not be deposited but will be refunded at the end of the festival following a booth inspection by Parks staff to verify that the designated space has been left in the same condition it was found.

Vendor Fees: Three (3) checks - application fee (\$25 to BABY LORES MUSIC, INC.), booth fee (to BABY LORES MUSIC, INC) and cleaning deposit (\$250.00 to BABY LORES MUSIC, INC.)

Vendor Name: _____

Vendor Contact: _____

Street Address: _____

City, State, Zip: _____

Telephone Day: _____ **Night:** _____ **Cell:** _____



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Fax #: _____

Email Address: _____

Tax ID Number: _____

Products to be Sold: Please attach a complete menu with prices. (Mandatory – No Exceptions!)

Booth Layout: Please attach a diagram of your booth on a separate sheet of paper showing the following information: dimensions, locations of serving windows, electric boxes, etc.

Booth type: Tent Trailer Push cart other

Electrical Needs:

Please complete and attach Addendum 1.

Insurance:

Each vendor must maintain a comprehensive general liability policy in a minimum amount of \$1 million. Insurance shall be placed only authorized insurance companies or their financial equivalent. A current Certificate of Insurance must be submitted upon making application and will be filed for review and compliance. A Declaration Page will not substitute for a Certificate of Insurance.

For Office Use Only:	
<input type="checkbox"/> Current Certificate of Insurance received	<input type="checkbox"/> Current Certificate of Insurance not received



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The Marathon City - Parks and Recreation Division will provide: electricity and trash receptacles/collection. Vendor will comply with the following regulations:

1. Vendor must have a tax identification number and is responsible for the collection and payment of all applicable sales tax to the Florida Department of Revenue.
2. Vendor will provide own equipment, with set-up subject to the approval of the correspondent park authorities.
3. Vendor employees will be neat, clean and maintain a positive friendly attitude with the public.
4. Vendor shall comply with all Health Department policies and those of all state and local regulatory agencies. Vendor may be subject to an on-site inspection by the Health Department and the County Government.
5. Vendors must set up a hand washing station before they begin food preparation.

HEALTH DEPARTMENT REQUIREMENTS:

Monroe County Health Department will pay special attention to safe storage, preparation, and serving of food. At least one person per booth is required to have a food handler card.

9. The direction of the Organizing Committee of the Festival together with the Division of Parks and Recreation reserve the right to refuse participation by any vendor who does not comply with the terms and conditions of this agreement. Additionally, the division reserves the right to close any vendor's operation for violation of the terms and conditions of this agreement.

10. Location assignments will be determined by the Festival Committee.

11. You have requested and paid for the specific booth size stated in the accompanying letter. The size of booths will be strictly enforced; no additional space will be permitted. Booth location determined by event organizers and is non-negotiable. In consideration of being permitted to take part in **Marathon Latin Festival 2022** the participant hereby releases, absolves, indemnifies, holds harmless and waives all claims against the Marathon City, The Division of Parks and Recreation, BLMINC, and their employees, agents consultants, legal counsel, and volunteers for any losses or injuries of any kind whatsoever arising out of the operation of the food vendors booth or business.

The following rules apply to alcohol service or sales on City of Marathon public property:

If the alcohol area is accessible to all ages, anyone wishing to purchase or consume alcohol must present a current ID, and if that attendee is 21 years or older, they must be issued a non-transferrable wristband. All attendees must present their wristband to be served or consume alcohol.

- Servers must be 21 years of age or older



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- Servers may not consume alcoholic beverages while serving.
- Attendees may be served no more than two standard drinks at a time. The City defines one standard drink size as:
 - 12 ounces of beer
 - 5 ounces of wine
- Shots are not permitted
- Alcohol cups must be paper and can be distinguishable from soda cups
- Service must end 30 minutes before the scheduled event end time.
- Non-alcoholic beverages, water and food must be available at the event.

FIRE RESCUE DEPARTMENT REQUIREMENTS

According to the City of Marathon Fire Rescue the following are required by all food vendors participating in Marathon Latin Festival 2022:

- Must have a minimum of a 2A-10BC fire extinguisher currently certified and tagged by a licensed extinguisher company (tag showing inspection within 1 year of event date).
- Vendor deep frying, in addition to the ABC extinguisher, must also have a K-Class extinguisher currently certified and tagged by a licensed extinguisher company.
- Temporary vendor tents or canopies used for cooking or assembly must be fire retardant certified in accordance with NFPA 101, Sec. 10.3.1.
- Concession trailers that are cooking food that produces grease laden vapors will also be required to have a hood and suppression system installed in accordance with NAPA 96.
- The Department of Business and Professional Regulation will inspect vendors prior to opening for business. Event staff will coordinate the overall inspection time.

Exceptions:

- Non-profit organizations. The vendor must have a State of Florida Tax Exempt Certificate, issued in the name of the vendor on site.
- Vendors selling food items not prepared on site, i.e. pre-packaged.
- Concession stands utilized for cooking shall have a minimum of 10ft of clearance on two sides.



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- No fuel containers are allowed on the premises.

Every vendor is responsible for removing their own grease from event and properly disposing.

WASTE MANAGEMENT/RECYCLING

You are responsible for properly disposing of all waste and garbage throughout the term of your event. Immediately upon conclusion of the event, the area must be returned to a clean condition. Should you fail to perform adequate cleanup or damage occurs to the City property, your initial deposit for damage, clean-up will be used to cover the cost for the clean-up, damage, etc. caused.

Trash containers will be available for use during the event. It is the vendor responsibility to make sure the trash containers are emptied throughout and the conclusion of the event.

TENTS/CANOPIES/TEMPORARY STRUCTURES

The standard 10x10 canopy is allowed at events without a special permit. There must be a 12 foot space between each cluster of canopies. Canopies can be grouped into groups of 8. Tents that are larger than 200 square feet and canopies that are larger than 400 square feet must be permitted and inspected by the City of Marathon Fire Department. A 12ft clear area must be maintained in front of each vendor site. Temporary vendor tents and/or canopies of 200 sf or less and without food preparation are exempt from fire retardant requirements.

***No STAKES FOR TENTS OR CANOPIES can be used. Either water weights or blocks must be used.**

ENTRANCE / SET-UP

1. Vendor vehicles will enter from the SW side of the park near the tennis courts for setup.
2. There will be two volunteers (provided by the event organizer) at gate #1 (near baseball fields) to escort vendors on the field for set-up. (other entry gates may be available at the discretion of event organizer and park staff)



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3. Only six (6) vehicles are allowed on the field at one time. (Golf carts will be available for use for setup at the organizer's expense).
4. Vendors will exit on the southeast side (gate #4) near the amphitheater once they have dropped off their supplies.
5. Large vehicles (semi-trucks, large trailers, etc.) will be escorted to designated areas agreed upon by the event organizer and park staff for setup and during the event.
6. All vehicles must be off the field 30 minutes prior to the start of the event.

BREAKDOWN

1. Vendors need to be completely broken down before the vehicle enters the field at closing of the event.
2. Gates #1 (southwest side) and gate #2 (southeast side) will be used as exit gates after the event is complete. (other exits gates may be available at the discretion of organizer and park staff)
3. Trash cans must be emptied and taken to the dumpster (nightly) or at the conclusion of the event.
4. No one can drive on or off the field until all patrons have left the field.

EVENT ITEMS AVAILABLE FOR USE

- Extension cords
- 10x20 & weights
- Tables
- Small bleachers
- Chairs
- Water hose
- Trash cans
- Squares for under water barrels
- Barricades (plastic and metal)
- Recycle bins
- Cigarette butt cans

Vendor Signature

Date



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Return contract with additional forms and final payment by Friday, November 23, 2022:

Participants shall pay a participation fee (as indicated above), payable to
BABY LORES MUSIC., INC which is due at the time of registration.

Send application and payment to:

BABY LORES MUSIC, INC.

Attn: Yoandys Lores/ Marathon Latin Festival 2022

27358 SW 121 AVENUE

HOMESTEAD, FL 33032

If you have any questions or concerns, please contact THE ORGANIZING COMMITTEE at
eventos@babylores.net 305-429-0140. Se habla español si necesitas ayuda. ¡Gracias!

ADDENDUM 1 MARATHON LATIN FESTIVAL 2022

CONCESSION ELECTRICAL NEEDS

Note: The information provided below will be used to determine your acceptance and booth placement. If accepted to participate in this event, you will be provided with the power and



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hookups according to the specifications stated below. No additional accommodations will be made.

Name of food unit: _____

Do you need electricity? Yes___ No___

If yes, please complete the following information: Please list all of the items you will be using that will require electricity (i.e. lights, warmers, freezers, etc.):

Amperage requested: _____

Do you have a panel box? Yes ___No___ Box voltage: 110 volts___ 220 volts___

How many amps are in the panel box?

Is the unit direct wired? Yes ___ No___ What size is the SO cord?

110 volts: How many appliances will you be using? (Please list)

220 volts: How many appliances will you be using? (Please list)

Please check boxes to ensure you have completed and enclosed all required material:

___Completed Application/Agreement & Addendum 1



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- Certificate of Insurance (Declarations will not be accepted)
- Menu with prices
- Diagram of unit showing dimensions, layout of booth, serving windows, electric boxes, etc.
- \$25 Application Fee - made payable to BABY LORES MUSIC, INC
- Booth Fee - made payable to BABY LORES MUSIC, INC
- \$250 Cleaning Deposit - made payable to BABY LORES MUSIC, INC