



2017
Dr. Martin Luther King, Jr.
Celebration of Unity & Multicultural Festival

Monday, January 16, 2017
10:30 a.m. – 2:30 p.m.

Esplanade Park, 400 SW 2nd Street, Fort Lauderdale, FL 33312

VENDOR INFORMATION

FEES:

- | | |
|---|--|
| * Food Trucks | \$94.00 + 6% Florida Sales Tax = \$100 |
| * Arts and Crafts/Merchandise Vendors | \$47.00 + 6% Florida Sales Tax = \$50 |
| * Information booth/non-profit organization | \$47.00 + 6% Florida Sales Tax = \$50 |
| * Multicultural/Ethnic Exhibitors | FREE |

ADDITIONAL INFORMATION:

- * All vendors must comply with State of Florida tax guidelines.
- * All vendors must provide \$1Million liability insurance naming the City of Fort Lauderdale as additional insured.
- * **Vendors must provide their own 10 x 10 tent**
- * All food vendors must be licensed by the State. Please refer to enclosed Temporary Event Vendor Requirements from the State Department of Business and Professional Regulation.
- * All spaces are 10' frontage by 10' depth.
- * Placement of each vendor will be determined by the City of Fort Lauderdale and MLKCC, Inc.
- * Set up begins at 8:00 AM the morning of the event.
- * Vendors must be set up and operational by 9:30 AM.
- * All vehicles must be removed from the field by 9:15 AM.
- * Clean up must be complete and vendors out of the park by 3:00 PM.
- * All vendors must be totally self-contained and supply all necessary display/sale items, such as tables, chairs, decorations, garbage disposal, signs (must include business name), etc.
- * Booth should be attractive and appealing to event patrons (tables covered, skirted if applicable, decorated, etc.)
- * Heavy-duty garbage bags must be used for disposal in designated area.
- * Space must be kept clean at all times.
- * Food vendors must provide own signs with business name, items for sale and prices.
- * Food vendors must be totally self-sufficient and arrange for own ice, power etc. Food vendors must also take all of their own refuse (such as oil/grease, charcoal, etc.) out of the park at the end of the event. Dumping at the park will not be allowed.

Please remember: Failure to comply by these rules may result in your not being allowed to participate in the event.

Application deadline is Friday, December 30, 2016. Payment is due upon submission of application. Please make checks payable to:
MLKCC, Inc.
PO Box 122063
Fort Lauderdale, FL 33312

For more information, please call Bobbie Brooks at 954-828-5323.



TEMPORARY EVENT VENDOR REQUIREMENTS

Department of Business & Professional Regulation Division of Hotels and Restaurants

All food vendors must:

- * Provide a proper fire extinguisher with a current state inspection tag;
2A10BC size or larger (vendors who have heating devices or electric)
40BC size or larger (vendors with deep fat fryers). K or 3A40BC is OK
- * Provide a hand wash station:
Container of water with on/off valve
A bucket of sufficient depth to catch waste water
Soap and paper towels
- * Provide gloves for ready to eat foods or hand sanitizer and handling procedure
- * Provide a dishwashing station:
A 3 compartment sink is preferred, or if limited foods, 3 bus pans or buckets
A way to make hot water (a stove or coffee maker)
Bleach, soap, and a test kit
- * Provide food grade hoses and an anti-backflow valve (a check valve)
- * Provide extra utensils
- * Wash all fruits and vegetables prior to prepping/service
- * Provide adequate means to maintain food at safe temperatures (for example: cooler with ice packs and chafing dishes). 41 degrees Fahrenheit or below and 140 degrees Fahrenheit or above.
- * Secure propane tanks at least 6 (six) feet from cooking appliances.
- * Provide method to protect food on display (covers, plastic wrap, sneeze guards)
- * Provide proof of source for food that was prepared elsewhere (example: grocery store, restaurant, or school cafeteria)
- * Provide overhead protection (fire rated tent/canopy)
- * Keep all food preparation under canopy/tent (except charcoal and other cooking equipment required by the Fire Department inspector to be outside tent/canopy)
- * Provide flooring if on dirt or other dust-producing surface
- * Provide container to hold wastewater until it can be properly disposed
- * Provide a copy of the Division of Hotels and Restaurants License
- * Provide a probe thermometer (0 degrees to 220 degrees Fahrenheit)



**Dr. Martin Luther King, Jr. Multicultural Festival
Monday, January 16, 2017**

Vendor/Multicultural Exhibitors Application

Vendor(Business) Name: _____
Contact: _____ Phone # _____
Fax: _____ E-mail: _____
Address, City, State: _____ Zip: _____

Please describe items for sale and prices:

- | | | | |
|----------|-------------|----------|-------------|
| 1. _____ | Price _____ | 5. _____ | Price _____ |
| 2. _____ | Price _____ | 6. _____ | Price _____ |
| 3. _____ | Price _____ | 7. _____ | Price _____ |
| 4. _____ | Price _____ | 8. _____ | Price _____ |

FEES:

- | | | |
|---|-------|-----|
| * Food Trucks | \$100 | ___ |
| * Arts and Crafts/Merchandise Vendor | \$50 | ___ |
| * Information booth/non-profit organization | \$50 | ___ |
| * Multicultural/Ethnic Exhibitors | Free | ___ |

PAYMENT: Payment is due upon submission of application. Application deadline is Friday, December 30. Please make checks payable to: **MLKCC, Inc.**

Mail to: MLK Holiday Celebration
PO Box 122063, Fort Lauderdale, FL 33312

TOTAL AMOUNT ENCLOSED \$ _____

RELEASE: I, the undersigned, do hereby forever discharge, release and hold harmless the MLKCC and the City of Fort Lauderdale Parks and Recreation Department, and their sponsors of and from any and all manner of action, suits, damages, or claims whatsoever arising from any loss or damage to the person or persons or property of the undersigned while in the possession or under the supervision of the MLKCC and City. I hereby consent to all rules and regulations established for the event and understand that the MLKCC & City will have final authority. If accepted, I understand that my fee will not be refunded if all or part of the event is cancelled due to inclement weather or other facts or other acts of GOD over which the MLKCC & City have no control. **I further understand that my fee will NOT be refunded if I am accepted and choose not to attend.** I have read and agree to abide by the vendor requirements included with this application.

Submitted this _____ day of _____, 2016 Accepted this _____ day of _____, 2016
Vendor Name (please print): _____ Staff Name: _____
Business Name: _____ Title: _____
Signature: _____ Signature: _____