



12th Annual Dogtoberfest
Saturday November 16, 2019 11:30am – 5:00pm
Dunedin Highlander Park: 1920 Pinehurst Road, Dunedin Florida 34698
www.dogtoberfest.info
PLEASE NOTE: Registration Deadline is Saturday, November 2nd or until spaces are filled, whichever comes first

VENDOR AGREEMENT – PART I
GENERAL INFORMATION (please print)

Each 10 X 10 vendor space is \$60 (one space free to non-profits with proof of IRS 501c3 status; electricity is \$30).

Electricity is limited and assigned on a first-come, first-serve basis. The city of Dunedin charges us \$30 for each booth which receives electricity; therefore, all businesses and non-profits are required to pay (an additional) \$30 if they require electricity. Do you need electricity? If yes...

From the **City of Dunedin**: List the number of items and types of items you will have which require electricity (crock pots, power strips, etc.) *If the city electrician does not have this information in advance, we cannot promise power to your items.*

Specific items needing electricity: _____

10 X 10 Spaces: Electricity: Yes (\$30 extra) No Total: \$
 For-Profit Business Non-Profit (Animal Rescue Group) Non-Profit (Other)

Business or Non-Profit Name: _____

Does your tent need to be located near Handicapped Parking? Yes No

Website (to display on event website - *non-profits only*): _____

How did you FIRST hear about this event? _____

Contact Name: _____

Contact Phone Number: _____

Contact Email: _____

Mailing Address: _____

Items for sale/display (*please note – vendors CANNOT sell food, water, soda, iced tea, alcohol, popcorn*):



VENDOR AGREEMENT: PART II EVENT INFORMATION, RULES AND REGULATIONS

PLEASE NOTE: We recommend you make a copy of this page for your own records

PARKING VENDOR VEHICLES:

- Per the **City of Dunedin** and the **Dunedin Art Center**, vendors **CANNOT park on any paved parking lots surrounding the park**. There is an area in the parking field which is designated for vendors. If we discover a vendor has parked in a paved lot, you will not be asked to return to future events.
- Per the **Pinellas County Sheriff's Department**, vendors **CANNOT park on the grass area between booths and Michigan Blvd.** If your vehicle is left unattended, the Sherriff's Department **WILL TOW YOUR VEHICLE**.
- With your vendor space, you will receive **1 free parking pass for the General Admission lot (located off Michigan Blvd. and Ed Eckert Dr. Additional parking is \$5 per vehicle.** If you have employees or volunteers joining you, please notify them in advance so they are prepared to carpool with you or to pay \$5 per vehicle.
- Handicapped parking is available in the community center (off Pinehurst Rd.).

SET UP:

- Your exhibit space can be set up on the day of the event from 8am – 11am. Each vehicle is allotted 15 minutes to unload so other vendors can drive to their spaces. **Absolutely NO VEHICLES allowed on grounds after 10:30am.**
- You **may** not be able to unload near your space depending on the location; **please be prepared to transport your things some distance to your space.**
- Set up should be completed no later than 30 minutes prior to opening. Bring your own assistants; **Suncoast volunteers will not be available to assist with set up.**

ELECTRICITY:

- Electrical spaces are limited and not guaranteed. Exhibitors must supply their own electrical cords. 100ft cords may be needed. A power strip and duct tape may also be helpful.

The signed vendor agrees to indemnify and hold harmless Suncoast Animal League this and all locations, managements, owners, operators, sponsors, employees, volunteers and all associated with this event; others who occupy any position from any claims, injuries, damages, loss of actions caused or suffered by the participants arising out of the activity or participation of the vendors connected with this event. Vendor also agrees to save and hold harmless all mentioned beforehand from any and all damages of, or loss to personal property inclusive of all rental areas for display and effects of the vendors stored or used during this event. These signatures release sponsors, et al, from any and all financial liability or obligation while participating in this event. Vendor also agrees to follow above criteria for display, location and rules set forth by management, either verbally or in writing inclusive of the Event Information, Rules and Regulations. Failure to do so, vendor will be required to evict premise with no refund. This wavier also releases to Suncoast Animal League and legal sponsors associated with this event, the use of photos to be had with no monetary distribution or compensation to the signed applicant or others; which will be used strictly for future press or advertising purposes.

Vendor has read **above "EVENT INFORMATION, RULES AND REGULATIONS"** and agrees to comply.

Signature: _____ Date: _____

Print Name: _____

Business or Non-Profit Name: _____

See power restrictions on Page 1. Power strips will be decided on an individual basis.

- No plugging into outlets that are not part of the event or have not been authorized for your personal use.

DO'S:

- You are required to handle your own clean up. A clean up fee of **\$30** will be charged if area requires clean up by Suncoast Animal League afterwards.
- Each participant is responsible for collecting and submitting sales tax to the Florida Department of Revenue.
- All dogs brought by rescue groups must be **spayed/neutered**. No dogs left unattended.
- Exhibitor booths must be set up for the **entire event time**. Displays must be manned at all times during event hours.

DON'TS:

- Vendors **cannot sell food, water, soda, iced tea, or alcoholic beverages of any kind.**
- No loud generators.
- DO NOT** tear down your booth area prior to the event ending.

MISCELLANEOUS:

- No refunds due to weather or acts of nature. No refunds for participant's cancellation.
- All spaces are 10x10. Each exhibitor is responsible for their own tent, table(s), chairs, etc.
- Event hours are subject to change, pre-registered participants will be notified.
- Non-Profit organizations must present their 501c3 proof of status letter from the IRS with registration
- Spaces are limited and will be accepted on a first-come/first-serve basis. Assignments are at the discretion of the Event Committee and can be denied at any time, for any reason.



VENDOR AGREEMENT: PART III FINAL REGISTRATION STEPS

SUBMITTING VENDOR AGREEMENT & PAYMENT:

Vendor Agreement and payment must be presented together at the same time, via mail or in person. Checks should be made to "Suncoast Animal League." **DO NOT SEND REGISTRATION AND PAYMENT SEPARATELY.**

1. **Mail:** 1030 Pennsylvania Ave. Palm Harbor, FL 34683 **ATTN: VENDORS**
2. **Business hours:** Wed.-Fri.: 11am-4pm, Sat.: 11am-5pm (CLOSED SUN-TUES)

MISCELLANEOUS:

1. **Each 10X10 vendor space is \$60** (one space free to non-profits with proof of IRS 501c3 status; electricity is \$30)
2. **Electricity is \$30**, as charged by the city and is provided on a first-come, first-serve basis.
2. The Vendor Agreement and payments or IRS 501c3 status paperwork must be received by **November 2nd**.
3. **DO NOT** mail cash when making a payment
4. Registration will not be complete until we have your Vendor Agreement, and payment has been made or we have your IRS 501c3 status paperwork

*Thank you for being a part of this event and we hope you have a **VERY SUCCESSFUL** day with us!
Please let us know if you have any questions or concerns, or if there is something we can possibly assist you with.*

Questions? Email: Vendors@SuncoastAnimalLeague.org