

The Alachua Business League and the City of Alachua Present the 8th Annual



Alachua Spring Festival: 4-18-10

FOOD / ENTERTAINMENT VENDOR REGISTRATION



DEADLINE: Friday, April 2nd 2010

PRINT, READ & KEEP : GUIDELINES

SET UP

On the morning of the Festivals, **Vendors must check in between 8am -10am** at the check in area located near the intersection of Main Street and NW 150 Avenue. Please enter Main Street from HWY 441. (Main Street aka NW 141 Street, Alachua 32615). **SET UP MUST BE FINISHED AND VEHICLES PARKED OFF MAIN STREET AND AWAY FROM BOOTHS BY 10 AM.**

TEAR DOWN

Will begin at 5PM and must be completed by 6PM. Please do not dump ice on local lawns, dump on asphalt near sewers. **Vendors are responsible to bag and remove their trash and make sure their booth area is neatly maintained and cleaned.**

GENERAL INFORMATION

- **This event is produced by the Alachua Business League (ABL).**
- You may contact them via kellyskreations@windstream.net Questions will be answered as quickly as possible from this email address. Feel free to see answers to common questions about the festivals at www.alachuabusiness.com
- As this is an outdoor event, rain or shine, fees are non-refundable.
- **You are being provided only the space.** You must bring your own tables, chairs, tents, etc.
- Vendors are responsible for securing tents to the ground. No drilling or damage to pavement can occur. No electricity will be made available.
- Any Vendors using a **generator** must have “whisper working” generator or will be moved.
- Vendors must tape down any and all cords.
- **Political Vendors** are asked to remain at their booths and not walk around soliciting.
- **Charitable Groups** are required to DO an activity with visitors compatible with the festival theme (face or hand painting, balloons, arts/crafts, grab bag, etc.)
- **Rest rooms** located at Skinner Park, Porta-Potties are placed strategically down Main Street.
- **You will receive confirmation by email only. Please provide us with a valid email address on your Registration form.**

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*Thank you for your understanding and cooperation.
Our goal is to have a successful event to promote all of our businesses.*

Alachua Business League, Inc.
Festival Committee

**KEEP THIS PAGE FOR YOUR INFORMATION -
DO NOT MAIL IN WITH YOUR REGISTRATION**

VENDOR REGISTRATION - Mail in this page only

DEADLINE: **Friday, April 2nd, 2010**



Alachua Spring Festival Food / Entertainment vendor



Sunday, April 18, 2010 - 11AM - 5 PM

Company Name: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

Required

Location Preference (Not Guaranteed!): _____

Size of Trailer/ Ride/Game area _____

Food intended to be sold (Please include all items): _____

# of Spaces	Per Space	Description	Total
	\$100	Entertainment Vendors–Rides/Game 30' x 30' Space (limited grassy area - request if needed)	\$
	\$125	Food Vendors –prime locations only Include ALL items intended to be sold at Festival (sides, desserts etc).	\$
	\$45	Prepackaged food items/baked goods...10x10 space only...location preference is not guaranteed.	\$
	ABL Member	Deduct \$45 from your Space Fee	
	\$25	Late Fee (is required if Application is received after April 2 nd , 2010) Only if space is available	\$
		Total Enclosed:	\$

Become an ABL Member: YES, I am interested in becoming a member of the **Alachua Business League** or learning about the benefits.

Your Signature: _____

Today's Date: _____

I agree to **READ AND FOLLOW** the ATTACHED POLICIES AND PROCEDURES for this event.

 **Please mail this form to ABL, PO Box 879, Alachua, FL 32616**

For more information go to www.alachuabusiness.com or email questions to kelly@kellyskreations.com