

YANKEETOWN ARTS & CRAFTS FESTIVAL 2022

RULES & REGULATIONS

INGLIS YANKEETOWN LIONS FOUNDATION INC

P.O. Box 314 Inglis, FL 34449

IMPORTANT: Please read the following before signing the vendor application. Your signature on the application is your commitment to abide by the following rules and regulations. These rules have been created to help ensure a well-run, safe and fun festival for the public and our vendors. We think it helps if everyone starts with the same set of expectations. The Festival Committee wishes you a very successful event and if we can be of help or service please do not hesitate to ask. We also recognize that our vendors are the most experienced festival goers to be found. Any suggestions for improvement will be seriously considered. **Inglis Yankeetown Lions Foundation, Inc. and the Lions Club of Inglis Yankeetown reserve the right to amend these rules or make exceptions, at any time, as the Festival Committee deems appropriate.**

1. APPLICATIONS: **Applications are for space(s)** at the Yankeetown Arts & Seafood Festival, hosted by the Inglis-Yankeetown Lions Foundation, Inc. (hereafter shown as IYLFI) to be held rain or shine Saturday & Sunday, Nov. 19 - 20, 2022 in Yankeetown, FL. Please submit pictures of your display, menus, etc. with your application to make it easier for us to accommodate you in the best way possible. Applications will be accepted until no spaces remain or until 8:30 am on Saturday Nov. 19, 2022, whichever occurs first.
2. CHECK-IN: Vendors are not guaranteed any particular space location. Requests for a specific space will be accommodated, as reasonably as possible, on a first application received basis. To expedite set-up, report to the intersection of Riverside Drive and 63rd Street, Yankeetown, FL, check in with a Festival Representative, and you will be directed to your spot.
3. FEES: Vendor shall pay a fee, as shown on the application or otherwise communicated by the Festival Committee, for space(s). All fees, unless otherwise noted, shall be paid in full at the time the signed application is returned to IYLFI. Checks will be accepted until Nov. 2, 2022. Money orders or cashier's checks will be required on or after Nov. 2, 2022. IYLFI cannot process credit or debit card transactions. If you wish to pay by credit card you may register online at . A handling fee for registering online will be added to your total.
4. SPACES: Each Art/Craft space is 15 ft. frontage x approximately 10 ft depth. Spaces may be road berm, easement or frontage and not level. Come prepared. The festival layout has unassigned space behind or adjacent to some vendor spaces. You may not extend your display into these areas in such a way that it crowds other vendors.
5. VEHICLE PARKING: The Town of Yankeetown graciously allows free visitor parking on all road easements during the festival. Vehicles will not be permitted in the vendor area during festival hours. This is for the safety and convenience of both our vendors and festival guests. **This will be strictly enforced.** Cars, trucks, vans, trailers, etc. will not be considered as part of your display unless the public will actually enter them as part of their browsing experience. If a vehicle is part of your display, pictures **MUST** be submitted in advance with your application and approved by IYLFI. You may be required to purchase multiples spaces to accommodate the size of your display.

If you parked a vehicle in the festival area in previous years this will not be "grandfathered".

Always be extremely careful when driving in the vendor area during setup and teardown.

- Residential property borders both sides of the festival. Do not block driveways inside or outside the festival area at any time.
- Do not block Fire Department doors / driveway.
- Do not block fire hydrants.
- **Any vehicle not in compliance with rules in this section is subject to towing. Recovery of the vehicle will be solely at the owner's expense.**

We have a limited number of reserved parking spaces available. If you have handicap parking approval from the State you may ask to have a reserved parking festival permit. You must have both to park in the spaces we designate for special parking. Both the state and festival permits must be displayed in plain view. These spaces are filled on a first application in basis. We will do our best to accommodate your needs.

6. MOTOR HOME PARKING: There is no facility for motor home parking in or adjacent to the festival area. There are several campgrounds within a few blocks of the festival area.

7. VENDOR SET-UP: Recommended set-up times are on the applications. **In all cases vendors are required to arrive at the festival grounds and check in at or before 8:00 am on Saturday, November 19, 2022.** No vehicles will be allowed to enter the festival grounds after 8:30 am on the days of the festival. All vehicles on the grounds will be required to exit the grounds by 8:45 am on the days of the festival. IYLF1 highly suggests that heavy and/or cumbersome set-up take place on Friday, November 18, 2022. Spaces empty at 8:15 am on Saturday, November 20, 2021 may be assigned to another vendor without further notice and without a refund.

8. DISPLAYS & EQUIPMENT: All vendors will supply tables, chairs, canopies, tents, etc. needed for their space. Booths must be neat and orderly throughout the Festival.

9. IDENTIFICATION: All vendors shall display the 8 ½" x11" card, provided by the Festival

committee in a visible location, preferably at the upper right-hand corner of your display or canopy, during the entire festival.

10. HEALTH REGULATIONS: Food vendors must comply with both the State of Florida and Levy County Health Department's regulations pertaining to temporary food service. Vendors are responsible for determining what, if any, regulations apply and conformance. IYLF1 will not advise or monitor vendors for compliance. Health inspectors make site visits every year.

11. ELECTRIC: Electricity is primarily available for food and game/entertainment vendors. There are a few craft vendor spaces which have electric available. These are assigned on a first request basis. You may ONLY use the electricity amperage that you requested and paid for with your application. Any electrical equipment of a temporary nature for use with outdoor appliances, MUST be protected by the use of U.L. APPROVED GROUND FAULT CIRCUIT INTERRUPTED EQUIPMENT. This will be strictly enforced.

12. WATER HOOK-UP: Water hook-up is available for food vendors only. There are a limited number of water hook-ups available. If you are a Food & Beverage Vendor and do not request water hook-up on your application please do not ask for a water hook-up when you arrive.

13. FIRE SAFETY: Each vendor (food or non-food), with a fire source (ovens, grills, open fires, hot plates, burning candles, etc.), MUST have an approved fire extinguisher.

*Fire extinguishers must be visible and preferably mounted five feet from the ground or display floor and near the back of your space.

*Fire extinguishers must be at least ABC 5 lbs or larger if required to extinguish a fire in your particular set-up.

*Electrical extension cords are required to carry larger electric current than the appliance served. Extension cords must be 3-prong and U.L. approved on appliances requiring grounding Vendors must provide their own cords. CO2 bottles must be secured.

14. NOISE: Amplified sound is not permitted to extend outside the assigned space. SOUND LEVELS from individual vendor booths shall not interfere with other vendor's ability to conduct business or cause complaints to the Festival Coordinator. **ABSOLUTELY NO GENERATORS ARE ALLOWED IN YOUR SPACE** unless approved by the Festival Committee.

All entertainment, including but not limited to music, shall be coordinated by IYLF exclusively.

15. MERCHANDISE & SERVICE: IYLF reserves the right to approve and will limit the goods sold or service rendered within any given category. Hand Crafted, handmade or unique items are preferred! No distribution of information or any other vendor activity shall occur outside of the assigned vendor booth space without approval by the Festival Chairman.

16. SALE OF ALCOHOL: **Vendors are not allowed to sell alcohol in any form.** If alcoholic beverages are sold it will be by the Inglis Yankeetown Lions Foundation or by a business approved by IYLF.

17. PROHIBITED SALES: Sale of drugs, firearms, drug paraphernalia, or sexual or suggestive material is prohibited. If knives are sold they must be kept under glass cover except when being shown to a customer. The Festival Chairman may ask you to remove such items, or any other items deemed inappropriate by the Chairman, from your display. If you decline, you will be asked to shut down your booth. There will be no refund. For safety reasons you will not be allowed to disassemble and remove your merchandise/booth until such time as the festival is closed to the public which is after 5:00 pm on both Saturday Nov. 19, 2022 and Sunday Nov. 20, 2022.

18. PRICES: **Food & Beverage vendors must display food prices in full sight of the customer.**

19. SALES TAX: **Florida Sales tax in Levy County, FL is 7%. Vendors are responsible for knowing if your product or service qualifies for sales tax and for collection and reporting of same.**

20. VENDOR TAKE-DOWN: Vendors agree to have displays completely set-up and open from 9:00 am until 5:00 pm on Saturday Nov. 19, 2022 and 9:00 am until 4:00 pm on Sunday November 20, 2022. No take down during these hours will be permitted.

21. TRASH: Vendors are responsible for collection and disposing of their own trash. Trash collection points will be provided. Vendor agrees to be responsible for the clean-up of their own space at the end of the Festival.

22. INSURANCE: IYLF and its officers, volunteers and contractors assume no responsibility for any loss or damage whatsoever. IYLF recommends all vendors have liability insurance. (Proof of insurance is required with food vendor applications.) Information and Arts and Crafts Vendors may show proof of liability insurance. All vendors must accept the Yankeetown Arts & Seafood festival liability waiver stated on the Application signed by the Vendor.

23. LIABILITY WAIVER: All vendors shall save, defend and hold harmless the IYLF, its officers, members and contractors from any damages or claims resulting to or from their merchandise or services.

24. SECURITY: IYLF will provide overnight security on Friday and Saturday nights.

25. CANCELLATION: IYLF will refund 1/2 (one-half) of total fees paid by a vendor if a written cancellation is received by IYLF on or before Saturday, October 8, 2022. No refunds will be given for cancellations after Oct. 8, 2022. There is no rain date for this event. IYLF reserves the right to cancel the Yankeetown Arts & Seafood Festival at any time. Should IYLF cancel the festival, fees will be refunded minus prorated expenses that IYLF cannot recover. In the event a natural emergency or disaster forces the cancellation of the festival, IYLF will then refund fees minus prorated expenses that IYLF cannot recover.

26. NON-COMPLIANCE: Vendors who do not comply with this agreement or any part of this agreement, or who in any way whatsoever cause a disruption or problem to the IYLF and its officers or festival staff, volunteers, contractors, Town of Yankeetown officials and staff, Town of Yankeetown residents, other vendors or festival guests, will not be allowed to continue their sales and may be asked to close their booth and exit the Festival. In the event this occurs for safety reasons you will not be allowed to disassemble and remove your merchandise/booth/rig etc. during festival hours which are from 9:00 am until 5:00 pm on Saturday and 9:00 m until 4:00 pm on Sunday.

27. CONTACT INFORMATION: 352-505-7936 Email: yankeetownseafoodfestival@gmail.com

Our Emergency Only Contact Numbers: 352-564-0315 and 817-253-4144