



**New Smyrna Beach Sport Complex
Vendor Application**

Area:

Date/Time:

Location: 1800 Turnbull Bay Road

Questions: Contact NSB Sport Complex 386-424-2271

Return Date: Reservation Form and fees must be received no later than the week before start date.

PLEASE PRINT THE FOLLOWING INFORMATION

Company/Vendor Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

		<u>Weekly</u>	<u>Monthly</u>	<u>6 Months</u>
General Vendor	10x10 Vendor Spot	___ \$100.00	___ \$225.00	___ \$1,200.00
Food Vendor		___ \$100.00	___ \$225.00	___ \$1,200.00
Use of Conc. Stand (If used then no electrical outlet charge)		___ \$25.00	___ \$75.00	___ \$350.00
Electrical outlet needed?				
Yes ___ No ___ (# outlets needed) ___		___ \$25.00 Total	___ \$50.00	___ \$200.00

Must provide own extension cords

Items to be sold at event: _____

All Vendors are responsible for their own Tent, Tables, & Chairs, we do not provide them.

**** No refunds will be given due to inclement weather****

Guidelines:

1. City of New Smyrna Beach Sport Complex is not responsible for attendance, sales or closure due to regulatory or licensing agencies.
2. City of New Smyrna Beach Sport Complex reserves the rights to deny, reject, or remove any vendor/exhibitor found to be in violation of guidelines or city policies or ordinances.

Payment options:

Enclosed is a check for the above amount. Make check payable to City of New Smyrna Beach

Return vendor application to the New Smyrna Beach Sport Complex by:

- a. Mail : Send payment and form to New Smyrna Beach Sport Complex,
City of New Smyrna Beach, Attn: David Ray
124 Industrial Park Avenue
New Smyrna Beach, FL 32168
- b. Drop off at the Sport Complex 1800 Turnbull Bay Road M-F between 7:00AM-5:00PM
- c. Scan & Email back to David Ray dray@cityofnsb.com (application only, payment must be mailed or dropped off)

Name of Vendor _____
Amount Paid \$ _____
Sport Complex Signature _____

Vendor Guidelines

- Vendor will be given a calendar of events for the Sport Complex activities.
- Vendor application must be filled out.
- Vendor provides their own chairs, tables, tents.
 - o Any tents used must be fire safe.
 - o Must have a fire extinguisher.
- Vendor must adhere to all guidelines and City policies and ordinances.
- Vendor must attach certificate of insurance naming the City of New Smyrna Beach as the certificate holder and additionally insured.
 - o General Liability
 - o Auto Liability
- Vendor selling food must provide health certificate.
 - o Proof of license and insurance.
- No refunds given due to inclement weather.
- Vendor must stay within the 10 x 10 space allotted.
 - o Unless approved by the Sport Complex Manager.
- Sport Complex is not responsible for attendance, or sales.
- City reserves the right to refuse vendor based on items sold.
- Number of vendors not to exceed six (6) at any given time. The actual number of vendors up to a maximum of six (6) will be at the discretion of the Sport Complex Manager given the schedule for activities/events at the Complex.
- Vendor selected is not guaranteed to be the sole vendor for food or merchandise at the Complex.
- During High School Football and Pop Warner Football games, the stadium will not be available.
- Duplicate vendors
 - o There may be more multiple food or merchandise vendors, no two vendors will be selling the same food or merchandise.
- City is held harmless of any liability for any product or food service provided by vendor.

Vendor Print

Vendor Signature

Date