

**The Thomas Promise Foundation presents  
The 53rd Annual Rattlesnake Festival  
October 18-20, 2019  
Non-Profit Vendor Application 2019**

**About the Festival**

The Annual Rattlesnake Festival began in 1967 as a small Jaycee project in San Antonio, Florida. In 1973, arts and crafts were added as an important part of the event. This festival is attended by more than 10,000 people. People come to visit and take part in the food, arts & crafts, live music, wildlife, children's games, and local history that are highlighted at the festival. Profits from the festival benefit The Thomas Promise Foundation, an organization that provides weekend lunches to food-insecure students.

This year we are adding an evening pre-festival concert on Friday Oct. 18 featuring the Bellamy Brothers and a different event or concert on Saturday evening. You will still be able to set up on Friday but will be required to purchase tickets if you wish to attend either of the concerts.

Past vendors note that Saturday has been extended to 6 p.m. and Sunday has been extended to 5 p.m.

**Vendor Information**

**Event Location:** Pasco County Fairgrounds, 36722 FL-52, Dade City, FL 33525

**Dates & Times:** Pre-Festival Concert: Friday Oct. 18, 2019 - 7 to 9 p.m.; Festival: Saturday, Oct. 19, 2019 - 9 a.m. to 6 p.m.; Saturday Evening TBA Event/Concert approximately 7 p.m. to 10 p.m.; Sunday, Oct. 20, 2019 - 10 a.m. to 5 p.m.

**Set-up Time:** **Friday, Oct. 18 between 12 and 6 p.m.** and **Saturday, Oct. 19 until 8 a.m.** Vehicles **must** be unloaded and taken to Vendor Parking before setting up your spot to make room for others bringing in their materials. All vehicles must be out of the festival grounds by 8 a.m. on Saturday.

**End of Day:** We expect vendors to remain "open" until 6 p.m. on Saturday and 5 p.m. on Sunday. No vehicles will be admitted onto the festival grounds until the festival closes each day.

**Sunday Morning:** Vehicles must be removed from the festival grounds by 9 a.m. on Sunday.

**Take Down Time:** No vehicles will be allowed on the festival grounds until 5 p.m. on Sunday.

**Exhibit Space:** 10' x 10'

**Fee:** No Charge if you are simply promoting your cause (No selling of goods).

**Security:** A paid security guard will be on duty Friday and Saturday nights.

**Sales Tax:** Collection of appropriate Sales Tax is the responsibility of each Vendor.

**Insurance:** Vendors including hands-on activities for attendees must file a copy of their Certificate of Insurance with the Festival office.

**Insurance Rider Information:**

The Thomas Promise Foundation  
4542 Gall Blvd.  
Zephyrhills, FL 33542  
(813) 782-0000

**Deadline:** There is no deadline as such, we will take non-profit vendors as long as we are able to accommodate them, but keep in mind that this is a first-come-first serve arrangement. We do not expect that we will run out of room for non-profit vendors, but it is best to submit your application at your earliest convenience. Acceptance and placement of vendors is determined solely by the Festival Committee

## **NON-PROFIT VENDOR POLICIES:**

The primary purpose of the Rattlesnake Festival is to provide fun and enriching family-friendly activities and to raise funds to feed food-insecure students through The Thomas Promise Foundation, a 501(c) 3 non-profit organization. Review the Thomas Promise mission at [thethomaspromise.org](http://thethomaspromise.org). To maintain a high standard of quality for the Festival, you must agree to adhere to the following:

### **Items for Distribution:**

- No items may be sold without permission from the festival organizers. Include your request describing what you would like to sell with this application.
- Giveaway items are permitted, but no edibles may be distributed – Wrapped candy is permissible.
- Please send us a brochure describing your purpose as a non-profit.

### **Exhibit/Display Area:**

- Items must be displayed in an attractive manner. Please be prepared for all types of weather.
- Vendors are to supply their own tent, table(s), chair(s), and signage. You must at least have a table and chairs. A tent is recommended, but not required.
- Tables must be covered, and boxes, extra inventory, etc. must be stored out of sight.
- The Rattlesnake Festival Committee will conduct an inspection of your booth to ensure compliance. Inappropriate items will be required to be removed.
- If your entire exhibit is in violation of these policies, you will be dismissed from the show and may not be considered for future events.
- Vendors must staff their display/booth at all times during festival hours.
- State of Florida Health Department regulations must be adhered to, if relevant. The Health Inspector may be on the grounds and could shut down any operation not in compliance.
- Vendors are responsible for business wastes. Access to a dumpster on site to dispose of wastes will be provided. Public receptacles placed by the Rattlesnake Festival are not to be used.
- Vendor is responsible for knowing and complying with these regulations.

### **General Terms:**

- Vendor must provide Certificate of Non-Profit status with application.
- Vendor must provide Certificate of Insurance with application, if applicable.
- No selling, transferring, or subletting of space. The space is to be used only by the name(s) that appear on the application.
- We will provide confirmation of approval of your application and other information by e-mail. If U.S. Postal Service communication is necessary, a self-addressed, stamped envelope must accompany the application.
- Please leave your area in the same condition in which it was found. Failure to do so could result in denial of application acceptance in future years.
- Receipt of application and does not guarantee a vendor space, as spaces are limited. An official acceptance notification will be e-mailed when the application is accepted.
- If you are accepted and do not show or do not return on Sunday, your organization may not be approved the following year.
- By signing the application, you agree to obey all Vendor Policies.

**PLEASE KEEP THIS PAGE FOR YOUR FILES**

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October 18-20, 2019

**Non-Profit Vendor Application 2019**

Vendor Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, ZIP \_\_\_\_\_

Business Telephone \_\_\_\_\_ Cell phone \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

Describe the items to be sold/exhibited at the Festival

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\_\_\_\_\_ I understand I will have one 10' x 10' space at no charge. (Non-profit certificate required.)

\_\_\_\_\_ I understand I am responsible for supplying my own table, chairs, canopy, display equipment, and signage.

\_\_\_\_\_ I understand that I cannot sell items or give away edibles other than wrapped candy.

\_\_\_\_\_ I understand my booth must be staffed at all times during festival hours.

Receipt of application and fee does not guarantee a vendor space, as spaces are limited. However, an accepted reservation is a binding commitment to exhibit at the festival. No cancellations or rain date.

Disclaimer: I hereby release and forever discharge The Thomas Promise Foundation and the Pasco County Fairgrounds from any responsibility, personal liability, loss or damage in connection with this event. I agree to obey all policies as set forth in this Agreement. I also understand that if I violate any policy, I will be asked to leave the event and may not be considered for future events.

With my signature I signify that I have read and understand the set-up and take-down times and procedures outlined on this application.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Remember to include:

\_\_\_\_\_ Completed and signed forms    \_\_\_\_\_ Non-Profit Certificate    \_\_\_\_\_ Certificate of Insurance (if applicable)

Mail this application with check made out to: **The Thomas Promise Foundation** and mail to: 4542 Gall Blvd Zephyrhills, FL 33542. For more information, call 813-782-0000 or email [rattlesnakefest@gmail.com](mailto:rattlesnakefest@gmail.com)

A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE.<sup>1</sup> Our state Registration # is: CH39552