

## MERCHANDISE/INFORMATION VENDOR GUIDELINES

**LOCATION:** Fort Mellon Park, East First Street, Downtown Sanford    **TIME:** Immediately after parade

1. **DATE:** Monday, January 17, 2022. Set-up time is 6:30 AM to 9 AM. Please make sure that your vehicle is out of the park by 9am. A space assignment will be provided at check-in.
2. **All tables, tents, chairs, and special equipment will be the responsibility of the vendor.**
3. Electricity not provided. Low noise generators will be allowed.
4. **FEES:** Vendor fees are as stated on the application and are due at the time of application submission. **NO fee required for information or service vendors.**
5. **REFUND POLICY:** **NO REFUNDS due to inclement weather or No Shows.** If an alternate event date be scheduled due to weather, all approved vendors will be automatically approved to vend on that date.
6. Vendors must complete and return the **Application** and **City of Sanford Hold Harmless agreement printed on the back or attached as an additional page to the application.**
7. Vendors are required to wear their identification tags and/or display their permits at all times. **(ID Tags and/or City Permits will be given out during the set-up time).**
8. Vendors are responsible for clean-up of their work area.
9. City ordinance prohibits alcohol beverages or illegal drugs in the park.
10. Vendors are not allowed to sell any types of food or beverages.