

# RULES & REGULATIONS

**YOU MUST FILL OUT AND RETURN THIS APPLICATION/AGREEMENT FORM TO PARTICIPATE IN THE FESTIVAL!**

**CAREFULLY READ, SIGN, AND RETURN – SOME PARTS MAY NOT PERTAIN TO YOUR PARTICIPATION**

**PLEASE READ AND ADHERE TO CDC HEALTH GUIDELINES- ON [www.theCubanSandwichFestival.com](http://www.theCubanSandwichFestival.com)  
PLEASE HAVE SANITIZER AVAILABLE FOR GUESTS THAT STOP AT YOUR BOOTH TO USE.**

**VENDOR TENTS:** Vendor Tent Spaces are 10'x10' if you wish to have a 10x20 or larger vendor space. If your setup a larger space than paid for you will be subject to pay for the extra space. Please specify when reserving your Food Vendor space and request additional info in order to determine which option works for you. **No Tent Staking:** You are not allowed to stake the tents into the ground. **No Subcontracting:** Only 1 "pre-approved" vendor is permitted in your vendor space. Multiple companies/vendors sharing a single vendor space is NOT permitted. Vendors need to bring their own: Tent, Table, Chairs & Table Cover, Generators, these Items are available to rent. (Rental Section)

**FOOD VENDOR HAND-WASHING STATION:** This is actually the same as the 3-compartment sink. Use either an igloo water container or purchase a 2- 1/2 gallon purified water container with a shut off valve (at any supermarket). Place the water source on a table and place the plastic bin just below it to catch the water. Make sure to have hand sanitizer, hand soap and a roll of paper towels next to this.

**FOOD VENDOR COOKING WITH OIL/GREASE/OPEN FIRE:** Food Vendors cooking with Grease/Oil are required to cover the ground with either a tarp or plywood, **NO OIL/GREASE DUMPING IS PERMITTED!** A Security Deposit of \$100.00 will be required with payment of your Food Vendor Space and will be returned to you **ONLY** if your vendor area is left clean and returned 30 days after the event. If you are caught Dumping Grease/Oil you will not be refunded your Security Deposit and will be fined.

**THERE WILL BE A GREASE TRAP ON LOCATION. ALL OPEN FIRE WHILE COOKING: YOU CANNOT HAVE AN OPEN FLAME UNDER YOUR TENT. PLEASE NOTE YOU MUST HAVE THE CORRECT MINIMUM DISTANCE BETWEEN YOUR TENT AND ANYTHING FLAMMABLE SUCH AS PROPANE TANKS, GAS TANKS, AND OIL/GREASE.**

**GARBAGE DISPOSAL:** You are responsible for cleaning your area at the end of the event. There will be a garbage disposal area at the festival. If your area is left dirty, the City could issue you a FINE. All garbage should be bagged and placed on the designated garbage collection area. A \$50 Security Deposit will be required with your Food Vendor payment and will be returned to you **ONLY** if your vendor area is left clean and returned 30 days after the event.

**FOOD VENDOR FIRE EXTINGUISHERS:** All Food Vendors are required to have a Class 2A-10BC Fire Extinguisher and Food Vendors cooking with Grease/Oil are required to have both a Class 2A-10BC Fire Extinguisher and a Class K Fire Extinguisher (Grease/Oil). If you did not bring one or the other you will be able to rent them. (See Page 1 Rental Items)

**GENERATORS:** All Vendors must make sure that generators and cords do not obstruct the walkways located around the Tent area and the Generator's exhaust must face outward away from the tent when running. Absolutely **NO** petroleum gas Tanks Near tents or Generators. **Rental Generators ONLY provide power up to 6500-7500 watts. (See Page 1 Rental Items to rent one)**

**CORDS AND CABLES:** All Vendors using extension cords and Cables must not obstruct the walk ways in front or behind the tent area. When using extension cords, they must be unraveled and not wrapped when in use, this can be a potential fire hazard.

**\*Food Vendors are not allowed to sell: Cuban Sandwiches (Unless they are competing in the Cuban Sandwich Contest). Please note these categories require a special registration process: Coffee, Water, Lemonade, Pina Coladas, or any alcoholic beverages. \***

**STATE LAWS:** You are responsible for paying all appropriate sales tax with respect to the sale of goods and for procuring all permits and documentation as may be required by local and state government to operate within the state of Florida.

**GENERAL PROVISIONS:** All vending fees are nonrefundable. Your payment of the entry fee constitutes your right to participate at the Festival. There is no guarantee for good weather, or good turn-out on event guests. There is no guarantee on how many people will visit your booth. Should any entry fees not clear our account, are contested or not be paid in full, you have no right to participate at the event and will be subject to all Legal, court, and/or collection fees. All sales are final, there are **NO REFUNDS**.

**INDEMNIFICATION AND INSURANCE:** You are solely responsible for any injuries, accidents, or losses which may be sustained as a result of your vending operations at Festival. Event promoters, producers, sponsors, vendors or guests shall have no responsibility for any accident or injury caused by your activities. You must maintain your own liability insurance and have proof of insurance available during the Festival for inspection purposes. By participating in **Festival**, you are agreeing to indemnify and hold harmless the City of Tampa, The Festival, Hispanic Resource Foundation, Inc., and Latin Times Media, Inc., from any damages, lawsuits, or claims arising out of any injuries or accidents occurring by your activities.

**Please send a copy of your Health and insurance certificate with your application to (813) 489-2422. or Mail to: Latin Times Media Inc. 14391 Spring Hill Dr Suite 417; Spring Hill, Fl. 34609 Attn: Victor Padilla.**

**All insurance certificates indicating coverage, and naming the following additionally insured:**

1. Festival Name
2. Latin Times Media, Inc.

**FOOD VENDOR LICENSE AND PERMITS:** If we are on public property, a temporary public food service establishments and vendors are required to pay the following license fees at the time of licensing. If you do not have a permit to sell food and need a temporary license, they will be available at the event: 1-3-day event \$91/ 4-30 day event \$105/ Annual \$456. **This division does not accept cash payments for fees at temporary events only accepts cashier's checks, money orders or other certified payments.**

**FOOD VENDOR INSPECTION AND VIOLATION:** Please note that if the Health Department inspects your vending spot and it is found to be in violation of these rules you may be asked to shut down or they may impose a fee. If you are found to be in violation and asked to shut down, Event promoters will not be held responsible. Health Department Inspections: **The Health Department will be present at the event and will inspect Food Vendors for compliance.**

**Please email or send a copy of your Business License and/or permit to:**

**Latin Times Media Inc. 14391 Spring Hill Dr Suite 417; Spring Hill, Fl. 34609. or fax: (813) 489-2422**

**Items Prohibited at Festival:**

No person shall bring in to the Festival or possess, set off, or otherwise cause to explode, discharge, or any firecrackers, torpedoes, rockets, cannons, or other fireworks or explosives of or containing flammable material or any substance, compound, mixture, or article which, in conjunction with any other substance or compound, may explode, discharge, or burn No glass bottles, Beer, Wine or Alcohol Absolutely NO Firearms.

**VENDOR SETUP AND BREAKDOWN:** All Vendors must begin setup at appointed times as described on the info you receive – YOU can ALSO Check event website for set up info. You will be emailed your setup instructions and Vendor Setup Times; Vendors are not allowed to leave until after the event is over. If you arrive later than your appointed Vendor setup time, you will have to wait for accommodation, or you may not be able to participate and forfeit your space in which **NO refund** will be issued. **PLEASE BE ON TIME.** You must begin Breakdown immediately after the end time of event and if your breakdown takes longer than allotted time you will be subject to fees or fines.

**ICE:** If you need ice, please email us with an estimate as to how many lbs. you will need for each day.

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You will receive a vendor space number approx. 1 week before the event.

**If you require setup assistance, please notify us upon arrival at the festival.**

**QUESTIONS? OUR VENDING OFFICE NUMBERS ARE:**

(813) 407-6866 – Jolie Gonzalez-Padilla ([Jolie@iLOVECubanSandwiches.com](mailto:Jolie@iLOVECubanSandwiches.com))

(813) 407-7191 – Victor Padilla ([VPadilla@Latin-Times.com](mailto:VPadilla@Latin-Times.com))

(813) 489-2422 - FAX

e-mail us at [Cubansandwichfestival@latin-times.com](mailto:Cubansandwichfestival@latin-times.com)

Mailing Address: Latin Times Media Inc. 14391 Spring Hill Dr Suite 417; Spring Hill, Fl. 34609

**ACCEPT AND ACKNOWLEDGE THE TERMS, RULES, AND REGULATIONS OF THIS AGREEMENT**

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By Signing this Agreement, I acknowledge all the Terms, Rules, and Regulations of this Agreement and The Festival by initialing each subject and signing this agreement. I acknowledge that any violation of this agreement will cause forfeiture of my Vendor Space and participation in the Festival. I have read all the Terms, Rules, and Regulations of this Agreement and I am initialing each Subject Term to confirm.

**THIS PAGE MUST BE SIGNED AND INITIALED TO PARTICIPATE IN THE CUBAN SANDWICH FESTIVAL**

Please make sure to fill out all information correctly, signature and initials are required on this Form. Please Fax, email, or mail (See above Info to email, Fax, or Mail) this Page back to us

\_\_\_\_\_ VENDOR TENTS

\_\_\_\_\_ GENERAL PROVISIONS (NO REFUND POLICY)

\_\_\_\_\_ FOOD VENDOR HANDWASHING STATION

\_\_\_\_\_ INDEMNIFICATION AND INSURANCE

\_\_\_\_\_ FOOD VENDOR COOKING WITH  
GREASE/OIL/FIRE

\_\_\_\_\_ FOOD VENDOR LICENSE AND PERMITS  
\_\_\_\_\_ ICE

\_\_\_\_\_ GARBAGE DISPOSAL

\_\_\_\_\_ FOOD VENDOR INSPECTION/VIOLATION

\_\_\_\_\_ FOOD VENDOR FIRE EXTINGUISHERS

\_\_\_\_\_ ITEMS PROHIBITED AT FESTIVAL

\_\_\_\_\_ GENERATORS

\_\_\_\_\_ VENDOR SETUP AND BREAKDOWN

\_\_\_\_\_ CORDS AND CABLES

\_\_\_\_\_ STATE LAWS

SIGNATURE \_\_\_\_\_ PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_ Food Vendor Lic #: \_\_\_\_\_

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