



EVENT BOOTH APPLICATION

PLEASE DESCRIBE YOUR GROUP AND PROVIDE A MENU AND/OR LISTING WITH PRICES OF FOOD AND/OR SERVICES:

Food: _____

Education: _____

Craft: _____

Other: _____

****ALL Beverages must be sold at a standard price: \$1 Bottled Water \$2 Soft Drinks**

Vendor or Business Name: _____

Contact Person: _____

Contact Information: Work () _____ Cellular: () _____

E-mail Address: _____ Business Website: _____

EVENT INFORMATION

PLEASE PROVIDE A COPY OF YOUR GOVERNMENT ISSUED BUSINESS LICENSE WITH YOUR APPLICATION.

****If we have not received it yet****

ALL APPLICATIONS AND PAYMENTS MUST BE RECEIVED NO LATER THAN THE FOLLOWING DATES:

Deadline to submit application: Wednesday, October 29, 2014

EVENT DAY: Saturday, November 1, 2014 -- 7:00 to 11:00 PM

MOCA PLAZA

770 NE 125 Street

North Miami, FL 33161

Setup Completed by 5:00pm

Fee: \$100.00 (non-refundable)

Guidelines:

- a) **Cash or Money Orders are acceptable forms of payment. Money Orders should be made out to the City of North Miami.**
- b) All vendor menu items are subject to approval.
- c) If you meet the Deadline of Wednesday, October 29th, the city will provide you a tent(10 x 10), 1 table and two chairs. Lighting will be included as well. However, you are to provide all of your own supplies and electrical cords for your needs.
- d) Vendors must clean-up their area and dispose of their trash after event.
- e) All drinks must be a standard price for all vendors.
- f) All vendor set up must be completed according to the timeline above.
- g) Food vendors are first-come, first-serve as to not repeat the kind of products being sold. PLEASE BE MEET THE DEADLINE.

Print Name: _____ Signature: _____ Date: _____

****Please direct your questions to Margarita Rodriguez at mrodriguez@northmiamifl.gov or 305-895-9840 x 12220****

****E-mail preferred method of communication****

Additional information will be sent upon receipt of your application

Return to: City of North Miami Parks and Recreation Department - Special Events
12300 NE 8 Avenue, North Miami, FL 33161

E-mail to: Margarita Rodriguez, Special Events Leader, 305-895-9840 x 12220 or mrodriguez@northmiamifl.gov

Fax to: 305-892-8639, Attn.: Margarita Rodriguez, Special Events Division

Visit www.northmiamifl.gov/parks today for the City's programs and special events.



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