

Pelican Park Vendor Application

63350 Pelican Drive Mandeville, Louisiana 70448

www.pelicanpark.com

(985) 626-7997

CONTACT INFORMATION

Company Name: _____
Mailing Address: _____
City: _____ **State:** _____ **Zip Code:** _____
Email Address: _____
Vendor Contact Name: _____ **Cell Phone:** _____
First & Last Name

In the event of a rain out, are you available to participate on the scheduled rain date, _____ Yes No

Vendors will need to provide Recreation District #1/ Pelican Park with the following information:

◦ **Business or Occupational License**

NOTE: If you don't have one, we can give you a form from St. Tammany Parish for a temporary occupational license. You will be responsible for filling it out and sending to the Parish, along with a \$10 fee.

◦ **General Liability Insurance listing Recreation District #1 as additional insured**

NOTE: If your business does not carry this type of insurance, there's an additional charge of \$25 to be added to Pelican Park's insurance.

◦ Do you have an occupational license? Yes No If no, temporary Occupational License will be provided to send to the Parish.

◦ Do you have general liability insurance? Yes No If no, \$25 will be added to invoice.

****Food Vendors MUST have their own general liability insurance and Business/Occupational License****

Pelican Park will be selling concessions (Coke products). Vendors are not allowed to sell competing items with Pelican Park.

◦ Which of following would you categorize your business as? (Circle One) **Food** **Non-Food Vendor**

◦ Describe the sales or activity you propose in detail. _____

All items sold or promoted must be listed. _____

◦ **10' x 10' booths & food trucks will be located throughout the Castine Center parking lot, Pelican Park staff will determine location.**

- 10' x 10' booth = \$25
- On-site food/drink for consumption = \$100

◦ **The fee is for your space, tables/chairs are not provided.**

Fees can be paid in the form of a check, but must be received 14 days prior to event date (October 28, 2022). If deadline has passed, certified funds must be collected (cash, money order or cashier's check). Checks should be made payable to Recreation District #1/Pelican Park and addressed to 63350 Pelican Drive, Mandeville, LA 70448. Should payment come back as Non-Sufficient Funds, the entire application and contract will be voided and the vendor will not be allowed to work in the Park.

- **Vendors must plan on being self-sufficient, providing their own tents, tables, chairs, water, etc.**
- **Electricity will not be available, if you're bringing a generator, it MUST be the silent type, no more than 70 decibels.**
- **Vendor parking is located behind the Castine Center.**

Layout Information:

How many 10 x 10 spaces will you need? _____

Will you be using a Food Truck/Trailer? Food Truck Trailer No

If yes, what is the size of your food truck/trailer: _____

Will you be using a canopy/tent? Yes No

*****Please read the event rules & operation policy on the back of this form prior to submitting this application*****

I have read and agree to the terms of operation with event rules and regulations for being a vendor of “Pelican Park’s Jeep Jamboree” and understand that I will be charged all vendor fees on the date of my application acceptance. All vendors hereby agree to indemnify and hold harmless Pelican Park, it’s employees and management from any loss, cost damages and other expenses, including attorneys’ fees, suffered or incurred by Pelican Park by reason of the vendors’ negligence or that of its servants, agents and employees.

Signature _____

Dated: _____

Contact Carly Arthur at carlyarthur@pelicanpark.com, (985) 626-7997 or visit www.pelicanpark.com