



6 – 10 PM on Friday, July 4<sup>th</sup>, 2025  
Fireworks at 9:15 PM

## 2025 VENDOR REGISTRATION FORM

Registration Deadline Friday, June 27, 2025

### Vendor Information:

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address/ PO Box City State Zip

Business Phone (daytime): \_\_\_\_\_ Cell Phone (during event hours): \_\_\_\_\_

Email: \_\_\_\_\_

Description of business, or services and products for sale: \_\_\_\_\_

### Registration:

Type of Organization:  For-Profit  Non-Profit

Booth Fee: 10 x 10 space \$150  10 x 20 space \$200

Electricity: \$100 additional (limited availability)

FOOD TRUCK FEE: \$250 DPBR License - \_\_\_\_\_

Vendors **must** supply their own tent, tent weights (REQUIRED) tables and chairs. Each business, whether for-profit or non-profit, will be reviewed to determine suitability for participation in the event. A tent is required for participation and **must have** the proper weighting on each tent leg for safety, tent must be in good condition with no holes, tears, or patches. Vendors may bring their own super quiet generator for electricity.

**Electricity required:**  No  Yes **If yes, 110 amps only (additional \$100).** Please list each appliance that will be used, its purpose, and the number of amps required for its operation on a separate piece of paper and include with payment. The availability of electricity is extremely limited and is available on a first-come basis.

NO REFUNDS will be made for the vendor's failure to comply.

Booth Fee \$ \_\_\_\_\_ Electricity \$ \_\_\_\_\_ Food Truck \$ \_\_\_\_\_ = Total Submitted \$ \_\_\_\_\_

Return Application to: Ladies 327, Inc., Attn: Kim Colegrove

Email: [kim@ladies327.org](mailto:kim@ladies327.org) Phone: 407.639.1900

Once your fully completed application is received and approved, an invoice will be emailed to you.

Payment of your invoice secures your vendor space.



## Event Regulations:

- Spaces are available on a first-come, first-served basis. Sub-leasing of vendor spaces is prohibited. Vendor placement will be determined by Ladies 327.
- Submission of application does not guarantee space in the event. All Vendors will be contacted once approved.
- No fireworks, sparklers or other explosive devices may be sold or distributed. No flea market, resale, or carnival type items may be offered.
- **Vendors & Food Trucks may not bring or have animals/pets at the event.**
- No **free** water or food samples may be offered.
- Vendor displays must stay in the designated space. This includes display racks, tables, etc. **Vendors may not stroll event areas to solicit sales.**
- Vendor understands the Celebration will occur rain or shine and the City of Sanford & Ladies 327, Inc. is not responsible for any reimbursements of losses due to inclement weather.
- **Set-up begins at 3 PM FOR FOOD TRUCKS.** Vehicles **must** be removed by 4 PM. Trucks **must** be set up and staffed from 6 – 10 PM. No Food Truck may participate without a Certificate of Insurance (COI) with a minimum of one-million-dollars in general liability coverage listing the City of Sanford (300 N Park Ave., Sanford, FL 32771) & Ladies 327, Inc. (P O Box 530264, Debary, FL 32713) as “additionally insured”. Submit the COI with this application.
- **Set-up begins at 4 PM FOR VENDORS.** Vehicles **must** be removed by 5 PM. Vendors **must** be set up and staffed from 6 – 10 PM. No Vendor may be set up without this application on file and completed in full. It is preferred and highly recommended that vendors carry general liability insurance for their own protection from possible claims.
- Food Trucks & vendors may begin to sell at 6 PM. **NO SELLING BEFORE 6 PM.** If you are observed selling before 6 PM, you will be asked to close your set up and you will have to wait until the end of the event to tear down and leave.
- Vendors may not demonstrate, in any manner, their reason for existence other than by displaying the name of the group or organization and/or providing samples of literature about their organization, product(s) and/or service(s).
- Break-down / departure may not occur prior to the fireworks finale. Cars will not be allowed in the event area or allowed to depart the area until after the fireworks and the roads are clear of pedestrian traffic.
- **All garbage, products & equipment must be removed from allocated space** at the end of the event. The rental space must be in the same condition as when Vendor assumed occupancy. There will be an onsite dumpster where garbage may be placed in.
- Vendor grants full permission to the City of Sanford, Ladies 327, Inc. and/or their authorized agents to use any photographs, videotapes, recordings, or any other record of this event for any legitimate purpose.
- Registrations received after June 27th may be accepted if space is available with a \$25 late fee. Refunds for cancellations received before June 27th will not be processed until after July 4, 2025.

### Certification:

I certify that I fully understand and agree to abide by the Event Regulations explained above. \_\_\_\_\_ (initials)

