Vendor agrees, by submission of this application, they will provide the described goods or services on the following dates and times:

*SSC Action:*

 *Approved*

 *Not Approved*

Thursday, May 11, 6:30 to 10:00pm (play begins at 7:30pm) Friday, May 12, 6:30 to 10:00pm (play begins at 7:30pm)

**and** Saturday, May 13, 4:30 to 10:00pm (play begins at 7:30pm) **and** Sunday, May 14, 6:30 to 10:00pm (play begins at 7:30pm) *End and start times are approximate.*

*Vendors for less than the full four days will be considered; however, SSC prefers a commitment for the full four days.* ***NOTE: Start times above DO NOT include set-up time****.*

|  |  |
| --- | --- |
| **Vendor Name** |  |
| **Mailing Address** |  |
| **Contact Name/Number** |  |
| **Contact Email** |  |
| **Items to sell** |  |

**Because we would like to avoid the case of vendors offering similar products, please provide a description of items to be sold at Southern Shakespeare Festival**. Once approved, variation from these items is not permitted unless specifically approved in advance by the Southern Shakespeare Company.

# General Vending Regulations:

* Vendor Set-Up Hours: Vendor may not arrive earlier than set-up time set by event coordinator.
* Vendor Break-Down Hours: Vendor must stop operations immediately at event ending time and start breaking down. Break down must be completed within 1.5 hours after the event ends.
* Vendors may only sell during the official event times.
* Vehicles will **NOT** be allowed to stay in the vendor area. Vehicles must be removed by 30 minutes prior to event start time.
* Vendor areas will **NOT** allow vehicle access once event begins.
* All waste must be disposed of properly. Large trash, boxes and items must go with vendor upon leaving the space. Vendors must make their own arrangements for disposing of this.
* Vendor must supply own extension cords.
* Suwannee Street will open approximately 1.5 hours after the event has ended.

# Safety Requirements:

* Walkways must remain clear of debris.
* Tents/canopies must be properly weighted. Tents without weights will not be allowed onsite.
* Extension Cords must be taped down or covered to prevent a trip hazard.

Submit completed application and applicable forms to:

***Southern Shakespeare Company***

# Mail to:

**PO Box 10050**

**Tallahassee, Fl. 32302**

or email application to bianca@southernshakes.org

**I hereby agree on behalf of myself, my heirs, executor, administrators, and assigns to indemnify Southern Shakespeare Company, its members, officers, employees, agents, servants, and sponsors, jointly and severally and hold harmless from and against any and all actions, claims, demands, and liabilities, loss, damages, and expense of whatever kind or nature, including attorney fees and costs, which may at any time be incurred by reason of my participation in the Southern Shakespeare Festival.**

Signature Date