



# HISPANIC HERITAGE MONTH

Celebrating the Latino Culture

**LA GRAN FIESTA 2018**  
**MOCA/NM Police Department Parking Lot**  
700 NE 124th Street, North Miami, FL 33161  
October 13, 2018 - 7:00 PM – 10 PM  
**BOOTH VENDOR APPLICATION**

Vendor Name \_\_\_\_\_

Describe type of food/craft/informational/business

\_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Information: Cell (\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

#### REQUIRED DOCUMENTS:

- **Application Deadline: Wednesday, September 26, 2018 at 5 PM**
- Payments-credit cards & cash accepted in the Parks & Recreation office, 12300 NE 8 Avenue, North Miami, FL 33161
  - Business Checks (only if prior to 15 business days)
  - Money orders
- Menu with full pricing for all items
- **MUST BRING IF** State of Florida Food service license for MFDV units (Mobile Food Dispensing Vehicles)
- **MUST BRING** State of Florida Business License or identification number

Visit [www.northmiamifl.gov/celebrate](http://www.northmiamifl.gov/celebrate) today for the City's programs, events and links!

- Arrival as of 3:30 PM on event day (carts will not be provided for unloading and loading)
- Set-up must be completed by 6:15 PM and clean-up must be completed by 11:00 PM
- Copy of State of Florida Driver's License (bring original)

Additional information will be sent upon receipt of your application.

<input type="checkbox"/> <b><u>FOOD VENDOR</u></b> <b><u>Fee: \$200</u></b> For vendor space, 1 tables, 2 chairs, and 1 (10X10) tent Electrical outlets for two units provided- <b><u>NO ELECTRICAL CORDS ARE</u></b> <b><u>PROVIDED-bring your own please</u></b>	<input type="checkbox"/> <b><u>CRAFT OR NON-FOOD</u></b> <b><u>Fee: \$150</u></b> For vendor space, 1 table, 2 chairs, and 1 (10x 10) tent Electrical outlets for two units provided- <b><u>NO ELECTRICAL CORDS ARE</u></b> <b><u>PROVIDED-bring your own please</u></b>
<input type="checkbox"/> <b><u>SPACE ONLY</u></b> <b><u>Fee: \$100</u></b> For space at the event Vendor is self sufficient Electrical outlets for two units provided- <b><u>NO ELECTRICAL CORDS ARE</u></b> <b><u>PROVIDED-bring your own please</u></b>	If you need additional space, power (for generator rental), or other please email <a href="mailto:jdelsa@northmiamifl.gov">jdelsa@northmiamifl.gov</a> to request.

**REQUIRED VENDOR EXPECTATIONS AT EVENT:**

- Food booths are required to use
  - Gloves when handling food
  - Hair restraints
  - Clean outer garments & aprons
- All food service operations that prepare or portion food on the premises must provide an adequate supply of potable water for purposes of cleaning and employee handwashing
- Water bottles(16oz) must be sold at \$1
- All vendors MUST provide their own FABRIC TABLECLOTHS and décor for their booth
- Menu and pricing MUST be clearly marked for the public
- Booth/table signage or banner
- Transportation means to and from your vehicle to your booth. (We recommend a small wagon or cart).
- Identifiable business or agency shirt/uniform.
- Staff that can speak Spanish
- Secure all items on the table with adhesive
- Vendors must clean-up their area and dispose of their trash after event.
- Oil must be removed and NOT poured on grass or grates on ground (Subject to Fine).
- Have a great time!

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Email to: Joshua Delva, Special Event Coordinator Assistant at [jdelsa@northmiamifl.gov](mailto:jdelsa@northmiamifl.gov)**  
**For questions, please call at 305-895-9840, ext. 12609.**

**OFFICE USE ONLY:**

State Issued Florida Driver's License Number: \_\_\_\_\_ Payment Form: \_\_\_\_\_

Business ID Number: \_\_\_\_\_

Staff Name: \_\_\_\_\_

Date: \_\_\_\_\_