



**2017 FIRST WEDNESDAY ART WALK FOOD VENDOR APPLICATION**

Application fee: \$100 due at time of submission

Food Vendor fees: 10% sales per Art Walk due Monday after Art Walk

**Payment by checks made payable to Downtown Vision Alliance**

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

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

Phone (Day): \_\_\_\_\_ Fax: \_\_\_\_\_

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

Address: \_\_\_\_\_

Describe the food items you propose to sell during the First Wednesday Art Walk. **ALL** items sold **MUST** be listed. Use the back of this page if necessary.

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I am applying for the First Wednesday Art Walk. I agree to follow all Art Walk Rules and Regulations.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

In addition, copies of the following papers are required for participation:

- \_\_\_ Application
- \_\_\_ Rules and Regulations
- \_\_\_ Health permit for all food sales, Department of Agriculture, (850) 435-7352
- \_\_\_ Proof of general liability insurance in the amount of \$1,000,000 naming Downtown Vision, Inc. as coinsured.
- \_\_\_ Photo of vending unit or object from which you are selling
- \_\_\_ Picture identification of applicant
- \_\_\_ Local Business Tax Receipt
- \_\_\_ Waiver of Liability
- \_\_\_ Restaurants: DBPR License (Department of Business and Professional Regulation)
- \_\_\_ Bakeries/coffee shops: Department of Agriculture License
- \_\_\_ Insurance requirements
- \_\_\_ Workers compensation insurance with liability limits of \$100,000 (if three or more people are employed)

**All documents and application must be submitted by NO LATER THAN WEDNESDAY, NOVEMBER 30 at 5 p.m.** You will be notified by December 12<sup>th</sup> if you were approved. Do not call/email asking if you were approved.

Please make a copy of this and all forms before you submit.

**Return application and all appropriate documents listed above to:**

Hana Ashchi, Art Walk Manager |Downtown Vision, Inc. |214 N. Hogan Street, Suite 120,  
Jacksonville, Fl 32202 |Phone: 904-634-0303 x 225 | Fax: 904-634-8988

**FIRST WEDNESDAY ART WALK FOOD VENDOR RULES AND REGULATIONS**

The First Wednesday Art Walk is a free event produced by Downtown Vision, Inc. (DVI) to bring individuals to the historical and cultural center of the city to showcase Jacksonville's deep and energetic pool of creative talent. Open to visual and performing artists, Art Walk is a free monthly event on the first Wednesday of every month, rain or shine. The 60+ Art Walk venues stretch across a 15-block area of Downtown Jacksonville's core and include Hemming Park, stores, restaurants, bars, museums, galleries, and lobbies of office and apartment buildings.

The following rules and regulations, hereby accepted by vendor, are established by Downtown Vision, Inc. to operate in the location chosen by Downtown Vision, Inc. during the First Wednesday Art Walk.

**Hours:** First Wednesday Art Walk runs from 5 - 9 p.m. Set up is from 3 - 4:30 p.m. Break down is from 9:00 – 9:30 p.m.

**Costs:**

- Application fee: \$100 due at time of submission
- Food Vendor fees: 10% sales per Art Walk due Monday after Art Walk
- Payment by checks made payable to Downtown Vision Alliance
- Online payments are available at request
- **Application Fee is nonrefundable**

**Space Reservation:** DVI will assign vendor space and reserves the right to change vendor locations within Art Walk boundaries and to limit the number of spaces occupied by a vendor. Spaces must be occupied by 5 p.m. or vendor forfeits space. This application is good for only one space during First Wednesday Art Walk. Space is limited.

**Set-up/Supplies:**

- Food vendors must comply with the rules and regulations of the State of Florida Health Department and other governmental agency with jurisdiction over Downtown Vision, Inc. and the City of Jacksonville Office of Special Events.
- Participants will be responsible for securing and/or paying for any special permits that may be required by other governmental agency.

- Food vendors are responsible for their own set up, including but not limited to power, lighting, extension cords, trash cans, etc.
- Use of nails, tacks, staples and tape on poles, planters and city property is prohibited.
- Food vendors must obtain all of their own supplies and sanitary eating utensils. Vendors may not contact any ready-to-eat food with their bare hands immediately prior to service and MUST use suitable utensils such as deli tissue, spatulas, tongs, single-use gloves or dispensing equipment.
- Food vendors must supply all food-service equipment necessary for the operation of their respective booths. Service equipment must be in good working order.

**Cleanliness/Trash Removal:**

- Vendors will be responsible for keeping rental space clean during Art Walk hours as well as cleaning up thoroughly before leaving and in accordance with the City of Jacksonville, Solid Waste Department requirements.
- The space provided must be clear of all debris at the conclusion of the event. Any space left unclean by the vendor could incur a cleaning fee.
- Any food vendor found dumping grease on the ground or any other area on the event property will bear the responsibility of cleaning and payment for any damage caused. Not adhering to this policy will result in being banned from future events.

**Licensing:** All vendors shall meet all federal, state and local regulations. All vendors must provide DVI with the following documentation by the Wednesday prior to First Wednesday Art Walk (Same as page 1):

- Application
- Signed Rules and Regulations
- Health permit for all food sales, Department of Agriculture, (850) 435-7352
- Proof of general liability insurance in the amount of \$1,000,000 naming Downtown Vision, Inc. as co-insured.
- Photo of vending unit or object from which you are selling
- Picture identification of applicant
- Local Business Tax Receipt
- Waiver of Liability
- Restaurants: DBPR License (Department of Business and Professional Regulation)
- Bakeries/coffee shops: Department of Agriculture License
- Insurance Requirements
- Workers compensation insurance with liability limits of \$100,000 (if three or more people are employed)

**General Rules and Regulations**

- Only full-service restaurants, fast food and licensed food vendors will be considered for participation in the events.
- Participants must adhere to all rules and regulations set forth in this document and City Ordinances 93-1761-1390 and 2004-429-E.

- Only approved food items listed on the application may be sold. Non-food items (cups, T-shirts, aprons, etc.) may not be sold.
- No roaming vendors will be permitted unless otherwise approved by Downtown Vision, Inc.
- No items may be served in a glass container of any kind.
- **Vendors will NOT be allowed to serve or sell alcoholic beverages of any kind.**
- No vendor pets are permitted.
- The majority of food preparation should take place at the food vendors' normal place of business.
- Downtown Vision, Inc. does not supply cords or multiple-outlet receptacles. Food vendors must provide lighting and extension cords. All electrical needs must be listed on the application. Food vendors using bottled gas must adhere to all restrictions specified by the Fire Marshall.
- There will be no open fires. A minimum 2A-10BC classification fire extinguisher is required for ALL booths. A minimum 40BC or Class K is required if grease-laden vapors are produced. This is required by the Fire Marshall.
- All food vendors must be completely set up no later than 5 p.m. All vehicles must be removed from the set-up.
- Illegal vehicle, trailer, or RV parking is subject to any towing regulations enforced through the City of Jacksonville. Downtown Vision, Inc. will not be responsible for any loss or towing fees incurred by the vendor's negligence.
- Food vendor selection will be subject to a thorough reference check and is contingent upon menu/food type appropriate to the event. This includes multiple vendors wanting to sell the same products such as hot dogs, hamburgers, BBQ, etc.

**FOOD VENDOR AT FIRST WEDNESDAY ART WALK  
ACCEPTANCE OF RULES AND REGULATIONS AND LIABILITY WAIVER**

I have read and understand the above stated Rules and Regulations for set up at First Wednesday Art Walk and agree to abide by them. I have met all local, state and federal health inspection and licensing requirements.

I do not hold Downtown Vision, Inc. or the City of Jacksonville liable for any property damage or personal injury that either I or my representatives may incur while selling at First Wednesday Art Walk. I accept full financial liability for my actions and all products that either I or my representatives sell at the market.

In consideration of the opportunity afforded to me to participate in this Downtown Vision, Inc. event, I hereby waive any right or cause of action and hereby release Downtown Vision, Inc. or the City of Jacksonville its agents, employees, volunteers, event sponsors or directors from any and all responsibility or liability arising as a result of my participation.

I do not hold the Downtown Vision, Inc. or the City of Jacksonville liable for any property damage or personal injury that either I or my representatives may incur while selling at the First Wednesday Art Walk. I accept full financial liability for my actions and all products that either I or my representatives sell at the event.

I fully understand that participation may involve a risk of injury to any and all parts of my body and I freely and expressly assume and accept any and all such risk. Without limiting the generality of the foregoing, I hereby acknowledge, understand and agree that this waiver shall include any rights or causes of action resulting from personal injury to me or property damage sustained by me in connection with my participation in this event.

I have made no misrepresentations to Downtown Vision, Inc. or the City of Jacksonville, its agents, employees, volunteers or directors regarding my products, age or ability. I have carefully read and fully understand the contents of this Waiver of Liability, and I sign it of my own free will. This Waiver of Liability represents the full agreement between me and Downtown Vision, Inc.

This waiver is executed this \_\_\_ day of \_\_\_\_\_ 2017.

Vendors Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

In the presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
(Participant signature)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
(Please Print Name)