

	<p>SATURDAY APRIL 15, 2023 11am-2pm Seven Springs Middle School 2441 Little Rd., Trinity, FL 34655</p>	<p>Hosted By:</p> 
--	---	---

VENDOR APPLICATION

(Must be completed by Business, Non-profit, Restaurant/Bakery, and Craft Vendors)

Thank you for participating in **Taste Of Trinity 13!** This year's event will take place on **Saturday, April 15, 2023** from **11am-2pm** on the campus of Seven Springs Middle School, located at 2441 Little Road in Trinity.

VENDOR INFORMATION: Complete the following and print clearly:

Contact Name	Business Name		
Address	City	State	Zip
Business Phone	Cell Phone	Email	

PAYMENT: Unless emailing a signed/scanned document and paying electronically, please mail or deliver the completed application and a check payable to **SSMS PTO Taste of Trinity**; c/o SSMS PTO; 2441 Little Rd., Trinity, FL 34655

The application fee is non-refundable once it is accepted and processed by SSMS PTO. **The deadline for submitting a completed application with payment is May 3, 2022.**

_____ INITIAL

CONTACT: Stacey L. ssmsptSo@gmail.com, Dan R. ssmsptSo@gmail.com or Maria Johnson maria@wpba.biz

Vendor Category: *Please choose only one.*

Performers - \$175 Restaurant/Bakery - \$0
 Business - \$125 Crafter - \$110 Non-Profit - \$100 Other _____ - \$100 (Political org, etc)

Table Rental Fee (one 6 foot table) - \$10 (Available on a first come, first served basis)

VENDOR SPACE: Vendor space size can vary depending on location. 10 x 10 / 12 x 8. Please let us know if you have a specific layout or pop up tent. **PLEASE NOTE: Staking of tents or drilling holes in pavement is not permitted.**

Outside Vendor Space is available for trailers and vehicles at no charge. Additional outdoor 10 x 10 space - \$50

Will you require access to an electrical outlet? Access to electricity is limited and cannot be guaranteed. It will be available to applicants in the order the requests are received. ****Vendor must provide extension cord.**** Yes No

Vendor fee includes one (1) booth space inside (cafeteria or gym) or at an outside location and four (4) wristbands for the event. _____ x \$5 (additional wristbands)

Are you a Sponsor? <input type="checkbox"/> Yes <input type="checkbox"/> No Sponsor Level _____ Sponsor Total \$ _____	TOTAL AMOUNT DUE \$ _____
--	--

PAYMENT OPTIONS:					
Cash/Check	<input type="checkbox"/>	VENMO**	<input type="checkbox"/>	ZELLE**	<input type="checkbox"/>
Attn: SSMS PTO (2441 Little Rd., Trinity, FL 34655)		@SSMSPTO Subject: "TOT13"		ssmsptso@gmail.com	
** IF VENMO OR ZELLE REQUESTS LAST 4 DIGITS OF PHONE NUMBER: 9553					
Or Payment Can Be Made via CheddarUp Website: https://tot13.cheddarup.com (processing fees responsibility of sponsor)					

Each vendor must supply one of the following at their booth (choose one):

- Sample-sized food items for approximately 750 patrons to enjoy on the day of the event (Sample –sized food examples given under Rules). **Please avoid foods with peanuts.**
- A children’s activity (i.e., corn hole, spin for prize, easy craft, coloring, tic-tac-toe, etc)
- A giveaway valued at \$40+

SIGNATURE OF AUTHORIZED REPRESENTATIVE	DATE
--	------

Signature is an agreement to all rules and confirmation that all information on the application is true and correct, as well as a confirmation of the vendor’s attendance of the event. The signatory understands that the representatives of **Seven Springs Middle School Parent Teacher Organization, Inc.** and **West Pasco Business Association** reserve the right to limit or discontinue the participation of a vendor at any time for any reason. The vendor hereby indemnifies and holds harmless, releases and forever discharges **Seven Springs Middle School Parent Teacher Organization, Inc., West Pasco Business Association**, and the **District School Board of Pasco County**, its officers, employees, agents or other representatives, from any and all responsibility, personal liability, cost, loss or damage of any type to person or property.

VENDOR RULES & INFORMATION

RULES:

1. Vendors are not permitted to distribute marketing materials in the parking lot or place materials on any parked cars in parking lots.
2. Application fee is non-refundable once it is accepted and processed by SSMS PTO.
3. Vendors are permitted to sell their products at this event.
4. Vendors must provide all shelter, power cords, chairs, and tents required for your merchandise or product. SSMS will provide trash receptacles. Six foot tables may be rented for \$10.
5. **Each vendor must supply sample-sized food items at their booth for about 750 patrons, a children’s activity, or a giveaway valued at \$40+. Candy is not considered a food item. (Examples are on the next page.) Please avoid foods with peanuts.**
6. Vendors must be set up for business Saturday, April 15, 2023, by 10:30am.
7. Vendors are not allowed to obstruct the view or adversely affect the display of other vendors.
8. Vendors must keep their display racks, tables, merchandise, and products within their assigned space numbers.
9. No staking of tents or drilling of holes in pavement is permitted.
10. No hanging, nailing or tacking any items to trees or shrubs, or buildings.
11. Vendors must be considerate of other vendors as well as the campus grounds/property.
12. Agree and accept that there may be vendors at this event in the same industry as you.
13. There shall be only one vendor per direct sales company. First to apply and pay receives spot.

INITIAL
INITIAL

ACCEPTANCE OF RULES:

SIGNATURE OF AUTHORIZED REPRESENTATIVE	DATE
--	------

IMPORTANT INFORMATION:

Set-up: Vendor space assignment will be communicated by the Thursday evening of the event week to the email address provided. **It is the vendor's responsibility to communicate to their team all information specified in this application.** Space numbers will be written on the pavement or posted on signs the morning of the event. Vendors are required to be setup Saturday by 10:30am, be "show ready" at 11:00am, and stay until the end of the event at 2:00pm. At that time, tear down and clean up can begin. Merchandise must be unloaded Saturday by 10:00am. Follow the signs for UNLOADING and for designated vendor parking areas upon arrival on campus.

Security: Roving security will be provided by Administration and Mounted Police. No one assumes responsibility for stolen or missing goods/merchandise. Do not leave anything of value at your space.

Space Assignment: Assigned spaces are NOT negotiable and cannot be requested in advance. We will give our Sponsors and Educational Business Partners preferred areas of visibility and will do our best to assign spaces in consideration of types of product. You are allowed to withdraw your participation and will be considered a withdrawal if you are not open for business at the required "open for business" times. However, there will be no refunds or rain checks.

Weather: This is a rain or shine event and there will be no refunds due to any weather or Acts of God.

Contact: Before the event, feel free to contact the PTO/Planning Committee: Stacey Lett (ssmsptSo@gmail.com) or Dan Roberts 727-637-4758 mobile (call or text) & ssmsptSo@gmail.com

Examples of Sample-Sized Foods

Restaurants/Bakeries: Since there is no fee for restaurants and bakeries, sample-sized foods should be bite-sized portions of foods you would serve to your customers...similar to sample-sized foods patrons would receive at Publix or Sam's Club at their sample stations. Samples can be either hot, room temperature, or cold items.

Non-Restaurant/Bakery Vendors Partnering: Why would you wish to contact a restaurant or bakery to ask them to partner with you? Many restaurants or bakeries may not be able to participate in TOT 13 but would welcome the opportunity to have their food sampled at the event at no charge to the vendor handing out their samples. The non-restaurant vendor would, in exchange, display the restaurant/bakery name and make available their marketing literature. Some restaurants may deliver their samples directly to the event. We encourage non-restaurant/bakery vendors to contact local restaurants and request partnering.

Non-Restaurant/Bakery Vendors providing their own samples: The following are great examples of sample-sized portions for your tables, which can be distributed to patrons in snack sized plastic baggies, 2-4 oz. snack cups, 2 oz. clear condiment cups, or on small disposable plates. Link to purchase sample supplies: <https://www.webstaurantstore.com/choice-2-oz-clear-plastic-souffle-cup-portion-cup-case/127P2C.html>

Samples can be finger foods or eaten with plastic ware (vendor provides):

EXAMPLES OF SAMPLE FOODS - Sweet/Savory/Salty (Spoonfed, divided, or sliced into 2-4 oz. portions)

Please avoid foods with peanuts.

Check all that you may choose to bring:

<input type="checkbox"/> Granola bars	<input type="checkbox"/> Sweet bread	<input type="checkbox"/> Chips of any kind or flavor	<input type="checkbox"/> Oyster crackers
<input type="checkbox"/> Pop tarts or snack bars	<input type="checkbox"/> Cereal	<input type="checkbox"/> Sun chips	<input type="checkbox"/> Animal crackers
<input type="checkbox"/> Fruit chews	<input type="checkbox"/> Yogurt	<input type="checkbox"/> Goldfish snack crackers	<input type="checkbox"/> Donuts
<input type="checkbox"/> Fresh fruit	<input type="checkbox"/> Fudge	<input type="checkbox"/> Cheese puffs/balls	<input type="checkbox"/> Bagels & cream cheese
<input type="checkbox"/> Dried fruit	<input type="checkbox"/> Mini cupcakes	<input type="checkbox"/> Corn chips	<input type="checkbox"/> Crock-pot foods like chili
<input type="checkbox"/> Pie	<input type="checkbox"/> Brownies	<input type="checkbox"/> Chex mix	(serves large groups;
<input type="checkbox"/> Pound cake	<input type="checkbox"/> Muffins	<input type="checkbox"/> Pretzels	electric required and
<input type="checkbox"/> Cookies	<input type="checkbox"/> Hummus & pita chips	<input type="checkbox"/> Croissants	supplied on first come,
<input type="checkbox"/> Pastries	<input type="checkbox"/> Snack crackers & cheese	<input type="checkbox"/> Spinach pie	first served basis.)
<input type="checkbox"/> Fig bars	<input type="checkbox"/> Salsa & tortilla chips	<input type="checkbox"/> Bagel chips	