

City of Auburndale Parks & Recreation

presents

AUBURNDALE FALL FEST

November 4, 2023 9:00am – 2:00pm Downtown City Park

This is an autumn-themed festival & market-style event, therefore all goods and services offered must be approved by the Parks and Recreation Department prior to confirmation of vendor participation at the event.

1. Exhibit spaces will be 11'x10'. If you need more than one space, please specify on the entry application below and pay the additional fee(s) so your spaces can be placed together. We will make every effort to accommodate requests.
2. Your space must be completely set-up by 8:30am. The show hours run from **9:00am to 2:00pm**. No one will be permitted to dismantle earlier than 2:00pm. **NO vehicles allowed on the grass area of the park.**
3. Each space is \$50.00 if received by close of business **Oct. 26th**. After **Oct. 26th**, if available, space will be \$60.00. You may pay via mail or in person at the Parks and Recreation Office via cash, check, or credit/debit card.

**MAIL TO: City of Auburndale Parks and Recreation
119 W. Park St. Auburndale, FL 33823**

Registration fees must be paid in full before a space will be assigned. For payment questions, contact the office at (863) 965-5545 or rpickles@auburndalefl.com

4. Spaces will be marked by Saturday at 7:00am. **ABSOLUTELY NO SET-UP THE NIGHT BEFORE.** There will be no security in the park the night before the show. Staff will be in the park by 7:00am on Saturday to assist you in finding your space. Unload your vehicle quickly from the **designated UNLOAD/LOAD area** then move your vehicle to the parking area and return to set-up your display.
5. The City of Auburndale will not be held responsible for any accidents or thefts.
6. Vendors must provide their own tables, chairs, tents, Wi-Fi, and power source if you wish to have them. Any generator usage must be approved by Parks and Recreation staff prior to the event. Quiet generators are strongly encouraged.
7. Please make your own provisions for inclement weather. Refunds will be issued if the event were to be cancelled due to inclement weather.
8. Vendors shall always exhibit professional manners and will be responsible for leaving their space clean at the close of show.
9. There will be music, food vendors, face painting, crafts, bounce houses, and more fun things to do in the park that day.

**FOR MORE INFORMATION PLEASE CONTACT
Parks & Recreation Office (863)965-5545 or rpickles@auburndalefl.com**

VENDOR INFORMATION:

NAME OF VENDOR/BUSINESS: _____

TYPE PRODUCT(S) BEING SOLD: _____

POINT OF CONTACT NAME(S): _____

EMAIL: _____ PH#: _____

STREET ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____

OF SPACES: _____ PAYMENT AMT ENCLOSED: _____ Do you have a canopy? _____

(We do not supply canopies) (Y or N)