



43<sup>rd</sup> Annual  
**Christmas Under the Oaks**  
*Presented by GFWC North Pinellas Woman's Club*

 **ABOUT THE EVENT**

GFWC North Pinellas Woman's Club is an all-volunteer, non-profit 501(c)(3) organization dedicated to improving the local community. The 43<sup>rd</sup> annual Christmas Under the Oaks is our biggest fundraiser of the year. It's an excellent opportunity for artists, crafters, and small businesses to display a wide variety of crafts, art, and products to active shoppers seeking unique gifts for the upcoming holiday season. Every dollar raised at this fundraiser benefits residents of our local community, with show proceeds going to [scholarships](#), [grants](#), and [community service projects](#).

**Who is GFWC North Pinellas Woman's Club?**

GFWC (the General Federation of Women's Clubs) is one of the world's largest and oldest nonpartisan, nondenominational, women's volunteer service organizations, united by a desire to create positive change in their communities through hands-on service projects, fundraising, education, and leadership.

The members of GFWC North Pinellas Woman's Club are very active in a variety of community improvement projects and strive to reach and address all aspects of the community, including foster children, the homeless, school systems, civic duties and social responsibilities, and environmental issues. [Visit our website](#) at [www.gfwcnpwc.org](http://www.gfwcnpwc.org) to see the impact we've made.

 **EVENT DETAILS**

**Date:** Sunday, November 10, 2019

**Hours:** 9:00 a.m. to 4:00 p.m.

**Location:** St. Petersburg College Clearwater Campus, 2465 Drew Street, Clearwater, FL 33765

**Food vendor fees for cash, check, money order or Zelle pay:**

\$175 (Food Booth 15'x15' space; Food Trucks 26'x15'space); non-refundable and non-transferable

**Food vendor fees for Paypal or credit card:**

\$180 (Food Booth 15'x15' space; Food Trucks 26'x15'space); non-refundable and non-transferable

**Application Deadline:** June 30, 2019

### Important things to know:

- **New this year** – Food vendor fees can be paid online by Zelle pay or Paypal/credit card
- Free advertising on GFWC NPWC's social media platforms – Facebook and Instagram
- Free admission for all attendees
- Free, onsite parking

### Food Booth Vendor:

- Must provide your own **fire retardant tent/canopy** if cooking with open flame.
- Must provide protection material under cooking area.
- Gas hookup will be completed at approximately 7:30AM Sunday.
- Food Booth must use only approved propane gas containers.
- City Inspections will be done on ALL vendors using gas.
- **Must provide proof of current liability insurance, adding GFWC NPWC and St. Petersburg College (Clearwater Campus) as additional insured.**
- Minimum pricing for vendors selling water is \$2.00
- Minimum pricing for vendors selling soda is \$3.00

### Food Truck Vendor:

- Must be self-contained (to include water, propane, and electricity).
- Must have current food truck sticker (photo/copy must accompany application) from City of Clearwater.
- Fire Marshal inspections to verify sticker expiration date will be done on all Food Trucks at approximately 8AM Sunday.
- **Must provide proof of current liability insurance, adding GFWC NPWC and St. Petersburg College (Clearwater Campus) as additional insured.**
- Minimum pricing for vendors selling water is \$2.00
- Minimum pricing for vendors selling soda is \$3.00

## **TO APPLY**

- Complete the entire application
- Sign application in two places on p. 4
- Sign Food Vendor Rules & Regulations on p. 5
- Return your completed application forms via email to: [Oaks@gfwcnpwc.org](mailto:Oaks@gfwcnpwc.org).
- Attach food truck sticker number and at least one photo of your food booth / truck.

For all event questions, please email the event coordinators at [Oaks@gfwcnpwc.org](mailto:Oaks@gfwcnpwc.org) or 727-238-5702.

## **ACCEPTANCE & PAYMENT**

**You will be notified by July 15, 2019 via email if you have been accepted into Christmas Under the Oaks, and payment will be due within ten (10) days.**



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**2019 Food Vendor Application**

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

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

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

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

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Web Site: \_\_\_\_\_

**Vendor Type**

Food Truck (complete section A)

Food Booth (complete section B)

**Section A: Food Truck**

**Food Truck** (Fee \$175) - ALL fees are non-refundable and non-transferable.

**Food Type:** \_\_\_\_\_

Food description and prices: \_\_\_\_\_

Annual Food Truck Sticker number/Exp. Date: \_\_\_\_\_ (include photo / copy)

Food Truck License Tag # \_\_\_\_\_

**Arrival Time:**

**Sunday Morning:**     6:30 AM     7:00 AM     7:30 AM

**Section B: Food Booth**

**Food Booth (Fee: \$175) - ALL fees are non-refundable and non-transferable.**

I will be using/bringing my own: (no additional charges apply)  Gas/Propane  Electricity  Water

Food description and prices: \_\_\_\_\_  
\_\_\_\_\_

Food Booth: A LIMIT of 2 vehicles per booth will be enforced - (2 cars, 2 trucks, 2 vans or 1 car/truck/van plus 1 trailer)

Vehicle Type: \_\_\_\_\_ License Tag #: \_\_\_\_\_

Vehicle Type: \_\_\_\_\_ License Tag #: \_\_\_\_\_

\*Vehicle entry for food booth set up will be permitted on Sunday morning. Vehicles must be removed from food area by 8:00 AM on Sunday and will not be allowed re-entry until after the show has ended and all attendees have left the site.

**Setup Time Request:** Food Booth Vendors will be allowed to drive vehicles to booth space for setup. We will do our best to get you as close as possible to your booth.

**Sunday Morning:**  6:30 AM  7:00 AM  7:30 AM

I hereby make application to participate in the GFWC North Pinellas Woman's Club, Inc. Christmas Under the Oaks. I have read, understand and agree to abide by the rules and regulations set forth and other rules as may be established. I agree to indemnify and hold harmless St. Petersburg College and the GFWC North Pinellas Woman's Club, Inc., their representatives and committees, and to accept all liability arising out of or resulting from accident, illness, sickness and personal injuries (including death) occurring to persons on college premises and/or damage to property of the College, to property of others during time of use, and to damage to my property arising out of volunteer assistance that I accepted for the purpose of loading and unloading of my items. I agree to indemnify and hold harmless the GFWC North Pinellas Woman's Club Inc., their representatives and committees, from responsibility, personal liability, loss, claim or damages arising out of, or in conjunction with the GFWC North Pinellas Woman's Club Christmas Under the Oaks. I understand that there are no rain dates.

Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby grant GFWC North Pinellas Woman's Club permission to reproduce, display, and otherwise use for publicity and promotional purposes the show participant's name, photographs, and descriptive information submitted with this application, as well as photographs or video taken of the show participant during this show to be used for promotion of future shows.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Food Vendor Rules and Regulations

1. Vehicle entry for booth set up will be permitted Sunday morning. Vehicles must be removed from show grounds by 8:00 AM on Sunday. If your Truck or Booth space is not occupied and set up for fire marshal inspection by 8:00 AM, you will not be permitted to participate in the show. No refund will be given.
2. Should you offer any items different from the items stated in your application which were not approved during the application process, you may be requested to remove such items or be subject to expulsion from the event and no refund shall be given.
3. If you require electricity, quiet generators are recommended and permitted, so long as they do not disturb other exhibitors.
4. Breakdown is not permitted to start until 4:00 p.m. and must be completed by 6:00 p.m. All exhibitors must be vacated from the campus by 6:00 p.m.
5. Due to St. Petersburg College regulations, ALL exhibitors will be required to transport ALL their items from the parking lot – canopies/booth set up equipment/wares/etc.
6. There will be NO staking of any kind. Canopies will need to be secured by other means.
7. The number of exhibitors with like or similar works will be limited.
8. You should receive a confirmation of your acceptance no later than July 15, 2019, after which you will have ten (10) days to submit payment. Failure to do so will result in you forfeiting your booth space.
9. Online payment is now an option. You will be provided with instructions upon acceptance. A \$35.00 bank fee will be charged on all returned checks. The check amount plus \$35.00 shall be thereafter payable with a money order or cashier's check to secure your acceptance.
10. You will be responsible for researching, collecting and reporting all applicable local and state sales taxes to the appropriate department of revenue. Out of state exhibitors must also adhere to their individual state laws.
11. Due to campus restrictions and insurance liabilities, no animals or pets are permitted on show grounds, except designated service animals assisting persons with disabilities. No therapeutic animals shall be permitted in the event.
12. Due to campus restrictions and insurance liabilities, no alcoholic beverages may be brought into the show grounds.
13. The GFWC North Pinellas Woman's Club, Inc., St. Petersburg College, their representatives and committees reserve the right, at their sole discretion, to require an exhibitor to withdraw from the show. Exhibitor shall have no recourse nor shall the GFWC North Pinellas Woman's Club, Inc. be liable in any way for any indirect, direct, consequential, lost profits, or any other damages that may be incurred by the exhibitor.
14. Because the GFWC North Pinellas Woman's Club Christmas Under the Oaks is held outdoors, GFWC NPWC, St. Petersburg College, their representatives and committees cannot be responsible for weather, ground conditions, or other factors beyond our control. Booth spaces will be on grass and may have uneven areas. Rain, wind, and other weather conditions may be present. We will do our best to accommodate all exhibitors and their needs, and we request that exhibitors remain considerate of their customers, fellow exhibitors, and the volunteer staff organizing and running the show.

Signature \_\_\_\_\_

Date \_\_\_\_\_