



Vendor / Display Guidelines

A vendor is a crafts person, non-profit organization, civic organization, religious groups, political group, whether an individual or group.

The San Gennaro Festival Society of Port St. Lucie reserves the right to remove any vendor not adhering to the guidelines as set forth.

1. Application along with payment must be completed with a description of the activities to take place at your booth and submitted to the appropriate staff person as listed on the application no later than the posted deadline.
 2. Each vendor will receive a 10' x 10' space and vendor is responsible to keep all items, signage, display ware, etc. inside the 10' x 10' space. The aisles and passageways remain under the control of the Festival organizers. All displays and their personnel must remain within the confines of their own spaces and no vendor will be permitted to erect signs or display products obstructing the view or disadvantageously affect the display of other exhibitors.
 3. Location of booth will be determined by the Festival organizers according to the location of like booths. Space may be limited and it is first come, first serve.
 4. The Festival organizers only provide space; vendor is responsible for tent, table, chairs, etc...
 5. Event hours must be observed. Early breakdowns cause disruption to the event and are not permitted. Vendors who leave early may not be allowed at future events.
 6. Vendor is responsible for all clean-up and disposal of trash within their space.
 7. **ABSOLUTELY NO STAKES ARE TO BE USED TO HOLD THE TENT DOWN; IN ORDER TO SECURE A TENT, VENDORS MUST ONLY USE WEIGHTS.**
 8. The San Gennaro Festival Society has the right to remove or restrict vendors, without refund, that have entered into the show under false pretences, or are deemed by the Festival organizers as unsuitable or objectionable. This restriction applies to, but is not limited to, noise, persons, animals, conduct, printed matter. No amplification systems or equipment allowed. *
 9. Set-up must be 100% complete by the time the event starts (12 Noon). Vehicle(s) must be removed from the event area and parked in approved spaces.
 10. Standard electricity is provided at an extra cost of \$10.00, however, vendor must supply electrical cords in order to get power to the booth.
- *Unsuitable or objectionable refers to a vendor that has a display with material that is pornographic, racially discriminatory, promotes illegal actions and/or is against city codes.*

