

The Seabreeze Jazz Festival is a cashless event ***
Zero Tolerance Policy

Vendors are REQUIRED to make all sales using the Intellipay Cashless System, taking payment ONLY off of wristbands in the form of cashless JAZZBUCKS.

There is a 25% Festival Commission and 8% City, County, State Tax that is deducted from Gross Vendor Sales.

Any vendor found taking cash or credit card as payment will be asked to leave immediately and will forfeit all sales to date. No Cash Registers will be allowed in booth spaces, as we will provide you with a cashless terminal to conduct sales at the event. No Cash tips are allowed as we are a completely CASHLESS event.

All sales will be done by wristband through Intellipay. Vendors will receive log in information from Intellitix to access sales reports for their booth for the weekend online. """"""

Tips:

- Only food/beverage vendors will be allowed to collect tips from patrons.
- For these vendors there will be a button programmed on your Cashless POS for patrons to leave tips. NO CASH TIPS WILL BE ALLOWED, they must be paid using Jazzbucks.
- Tips are non taxable but are still subject to the * 25% Commission and the 1% City Fee. Every transaction conducted through the Cashless system will have commission taken out of it.

POST Event Vendor Payment

Vendor Payment will be Postmarked as a CHECK by Tuesday May 3rd, 2022.

ALL CHECKS WILL BE MAILED TO THE ADDRESS LISTED ON THE SUBMITTED 1099 FORM. Payment will be sent post event, no in person pick up will be permitted.

Vendors must have their booth space checked for cleanliness by a Seabreeze Staff Member at vendor Check out. Failure to check out in person and failure to pass cleanliness inspection will result in a Clean Up fee to be deducted from payment.*****

Before departure, all trash and debris must be taken to the Gold Reserve Area Dumpster by vendor and the area must be free of grease and oil dumps. You will receive the net payment after deductions are made for the 25% Festival commission and the City, County, and State Sales Tax. All taxes due by vendors are paid by the Seabreeze Jazz Festival and no tax forms aside from the 1099 are required to be submitted by the vendor.

Vendors will be receiving a W-9 Form to fill out from the Seabreeze Jazz Festival for Tax Return Filing Purposes. A 1099 form will be mailed to the Vendor at the end of the year.

I have read the information above on the Cashless system. I am aware that if I take any form of cash and/or credit card payment for services at the Seabreeze Jazz Festival for any product or service I will be asked to leave immediately and forfeit all rights to all revenue collected at my booth for the weekend. Your location will be closed and your equipment available for pickup on Monday morning during checkout and inspection.

In the Case that Eviction Occurs

If Vendor Eviction occurs, Carter Broadcasting, Inc, WILL RETAIN 100% OF ALL SALES TO DATE.

Booth Logistics:

- Vendors will be required to bring their own tables and chairs for use within their booths. None will be provided.
- For Vendors renting booth space under a provided Seabreeze Jazz Festival tent, basic bistro lighting will be supplied.

Seabreeze Will Be Providing Vendors With:

1. Designated Space under Tent
2. Basic Bistro Lighting
3. Vendor Parking Passes and Vendor Wristbands Specified by booth size
4. Overnight booth security
5. FOOD vendor water hook up, gray tanks,
6. Listing of booth name, location, and products on Festival Phone App as well as Digital Promotions on the Stage Screens between acts

All vendor items must remain within the vendor space under tent, including signs and chairs.

The Seabreeze Jazz Festival WILL NOT be providing tables or chairs to vendors, vendors must supply their own.

Vendor Passes Will be Allocated as Follows:

Food Trucks: receive SIX (6) 4-Day Vendor armbands and THREE (3) Vendor Parking Passes

20x20 Food Vendor Booth: receive EIGHT (8) 4-Day Vendor armbands and EIGHT (8) Vendor Parking Passes

10x10 Food Vendor Booth: receive SIX (6) 4-Day Vendor armbands and THREE (3) Vendor Parking Passes

10x10 Craft Vendor Booth: receives TWO (2) 4-Day Vendor armbands and TWO (2) Vendor Parking Passes.

10x20 Craft Vendor Booth: receives FOUR (4) 4-Day Vendor armbands and TWO (2) Vendor Parking Passes

Vendors must provide Full List by name of booth workers by April 1st, 2022.

Wristbands will be assigned to workers by name. Photo ID matching worker will be required upon wristband pick up at venue.

Vendor Wristbands

Vendors will be provided with VENDOR wristbands and are required to wear them on their wrists. Anyone found without a wristband will be asked to leave the event.

The Vendor wristband is only for the use of you accessing the venue to run your booth. It is forbidden for vendors to set up seating in the field to watch the show. You are welcome to enjoy the event but you must do so from your booth. **Any vendors wearing vendor wristbands who are found sitting in the attendee seating area or roaming without permission will be grounds for eviction from the event.** Vendors are **NOT ALLOWED** to set up chairs in the concert area prior to gates opening for themselves or friends. **Chairs found in the concert areas prior to gates opening will be removed by the event staff and not returned.**

Vendor Parking Location

Vendors may park either in the general festival attendee parking, or in the Designated Vendor Parking lot Next to the Gold Reserve Parking using their provided Hang Tag.

Seabreeze Jazz Festival Vendor Rules & Regulations

Festival DATES & TIMES

April 21st-24th, 2022

Doors open: Thursday & Friday **2:00pm** / Saturday & Sunday **9:00am**

Show ends: **10:30pm** All Dates

Vendors are required to be operational, ON SITE, IN THEIR BOOTHS:

Thursday, April 21st, 2022: 12:00 pm noon - 10:30pm
Friday April 22nd, 2022: 12:00 pm noon- 10:30pm
Saturday April 23rd, 2022: 8:00 am- 10:30pm
Sunday April 24th, 2022: 8:00 am- 10:30pm

Vendor Check in and Setup Hours:

Tuesday, April 19th, 2022 CRAFT VENDORS 9am - 5 PM

Wednesday, April 20th, 2022 FOOD VENDORS For select vendors only as assigned by event staff*****

Vendor POS Training TBA

*****All vendors are required to have their booth set up by 5 PM on Wednesday April 20th, 2022. At 6pm Vendors will be asked to exit the field and remove their cars from inside the Venue. No cars are allowed within the venue after 6pm Wed 4/20/22. After this point, restocking must be done by hand cart.**

Wednesday, April 20th, 2022 vendors must attend Cashless System Training with Intellitix staff at a time TBA.

*****In Order to set up Vendor Liability Insurance and Auto Insurance for vehicles being driven onto the field must be on file with the Seabreeze Jazz Festival**

Vendors will be assigned a specific space at the event as selected by festival management based on size and electrical requirements. All vendor vehicles must be in the vendor parking lot and cleared from the festival grounds by Wednesday 4/20 at 6:00pm. Overnight security will be provided beginning on Tuesday April 19th, 2022 at 5pm. Vendors are not allowed to have golf cart/gator/four wheelers or like vehicles inside the festival grounds during the event operating hours. **NO VENDOR RV's ARE ALLOWED IN the PARKING LOT. NO ONSITE SLEEPING IN VEHICLES. PLEASE MAKE ACCOMMODATIONS ELSEWHERE.**

WEATHER

The festival will take place rain or shine. In the event of rain, please remain in your booth. Please download our Festival App for updates in the event weather delays.

No Returns, Exchanges, or Refunds.

Vendors will be required to scan In at gates and bags will be searched

- Vendors must comply with General Festival Rules on Festival Entry and Security Searches: Please See seabreezejazzfestival.com to reference what items are prohibited and non-prohibited, Limit one bag per person and all bags are subject to search.
- **No Coolers, No exceptions. No outside food or drink allowed**
- ANY VENDORS CAUGHT **CONSUMING OR SELLING** APPROVED ALCOHOL IS GROUNDS FOR EVICTION WITH NO REFUND.
- Vendors are representing the Seabreeze Jazz Festival and no alcohol should be consumed during the operating hours of the event.

Insurance and Inspection Requirements

Each vendor is required to furnish Carter Broadcasting, Inc dba Seabreeze Jazz Festival, with a certificate of insurance with proof of coverage at a minimum of \$1,000,000 combined single limit general liability coverage naming Carter Broadcasting Inc dba Seabreeze Jazz Festival , as additional insured. Proof of Automobile and Workers' Compensation coverage with minimum of \$100,000 combined single limit is required as well. Failure to provide proof of insurance will result in a 50% loss of application fee and no admittance into the event .Food Trucks/vendors also need to send a copy of a recent Health inspection certificate

Vendors must follow all city, county, state and federal laws to include any licenses or permits needed to operate during the event.

Food Safety & Food Vending Booths

-Food vendor areas will be inspected nightly for proper food storage and cleanliness. Vendors who do not store foods safely, will be closed down and forfeit their proceeds. Food Safety is a must!

-Food Trucks must check out with a Seabreeze Staff Member every night before leaving the venue so that an inspection of cleanliness and food safety can be made. If Vendor does not wish to check out in person each night, then the Food Truck must be left unlocked so that Seabreeze Staff can perform the necessary nightly inspection. A cell phone contact number for food truck vendors must be supplied in case we need to contact you regarding your truck inspection.'

- Food vendors refer to:

http://www.floridahealth.gov/environmental-health/food-safety-and-sanitation/_documents/preventfoodcon.pdf for food safety guidelines

- WE DO NOT GUARANTEE PRODUCT EXCLUSIVITY - WE DO RESERVE THE RIGHT TO DENY ITEMS IF WE FEEL THE CATEGORIES ARE OVER REPRESENTED.

Vendor Booth Take Down and Check Out

Vendors may begin taking their booth spaces down after the close of show on Sunday night at 10:30pm, however cars and vehicles will not be able to enter the festival Venue to pack items directly into until Monday morning after Intellitix has cleared the paths of internet cabling. Any take down that is done Sunday Night must be hand carted back to your vehicles. Take Down and removal of items from booth space **MUST BE COMPLETED** by 12pm noon on Monday April 25th, 2022. All vehicles must be removed from venue grounds by 1pm on Monday. All trash and debris must be taken to the Gold Reserve Area Dumpster by vendor and the area must be free of grease and oil dumps. Vendors must have their booth area inspected by a Seabreeze Staff Member and Vendor must fill out a W-9 Form and submit it before leaving the Premises. Payment will not be mailed unless there is an up to date 1099 Form on file with Seabreeze for the Vendor.