



SUNSET CELEBRATION NON-VENDOR PROMOTIONS TABLE

The Town of Lake Park Special Events Department will provide a *Promotions Table* at each Sunset Celebration event to allow businesses who do not fit into the Food Vendor or Arts & Craft Vendor categories the opportunity to promote their products and/or services at Sunset Celebration. This service is FREE and only available to local, licensed businesses who reside and operate in the Town of Lake Park (no franchises or chains). Application deadline is two (2) weeks prior to Sunset Celebration.

BUSINESS / ORGANIZATION NAME _____

OWNER / CONTACT NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE NUMBER _____ CELL NUMBER _____

EMAIL _____

PLEASE ATTACH ONE (1) SAMPLE OF YOUR PROMOTIONAL MATERIAL TO THIS FORM FOR DEPARTMENT REVIEW. SELECT THE SIZE BELOW THAT BEST DESCRIBES YOUR PROMOTIONAL MATERIAL:

- 8.5" x 11" Letter Size Brochure 
- 5.5" x 8.5" Flyer 
- 3.5" x 2" Business Card 

RULES AND PROCEDURES:

1. Submit completed forms with promotional material sample to:
Town of Lake Park Special Events Department
535 Park Avenue, Lake Park, FL 33403
Email: specialevents@lakeparkflorida.gov
Fax: 561-881-3314
2. If your promotional materials have been approved, you will be contacted via phone or email by the Special Events Department after the application deadline. If you were not contacted, you were not approved and we encourage you to apply again starting the Monday following Sunset Celebration.
3. This service is first come, first serve; only the first ten (10) pre-approved businesses will be invited to display their promotional materials.
4. Once approved, please deliver in person additional promotional materials to the Special Events Department by **4:00 P.M. the day before** Sunset Celebration (maximum of 50 items – leftover items will be discarded).

WAIVER AND RELEASE:

Vendor recognizes there are inherent risks in all special events and/or programs and agrees to assume the full risk of any injuries, damages or loss regardless of severity that it may sustain as a result of participating in any and all activities connected with or associated with such special events/program(s). Vendor agrees to waive and relinquish all claims it may have as a result of participating in the special event/program, against the Town of Lake Park (or Town of Lake Park CRA), it's elected and appointed officials, employees, volunteers, consultants, and agents. Vendor does hereby fully release and discharge the Town (or Town of Lake Park CRA) and their officers, agents, servants and employees from any and all claims from injuries, damages or loss which Vendor may have or accrue to arising out of, connected with, or in any way associated with the activities. Vendor acknowledges full responsibility for its promotional/advertising materials and for those actions of persons assisting them. Vendor agrees to defend, hold harmless and indemnify the Town of Lake Park, and the event organizers from any lawsuits, claims and/or other actions which arise from Vendor's product or conduct. In the event of any emergency, Vendor authorizes Town officials to secure from any licensed hospital, physician and /or medical personnel any treatment deemed necessary for my immediate care and agree that Vendor will be responsible for payment of any and all medical services rendered. Online and fax waiver signatures received for special events/program applications forms are considered as good as an original document for legal purposes.

Owner Signature: _____ **Date:** _____