



# Downtown BBQ Cookoff & Family Festival

August 28th, 2010 | Downtown Orlando  
DowntownBBQcookoff.com

## Vendor Information

### **Set Up/Tear Down**

Set-up may begin as early as 5pm Friday August 27th with final arrival before 10am Saturday the 28th. Set up entry is in the rear of the property on Amelia Street and Ruth Lane. Tear down may begin at 6pm - **Early tear down will not be allowed.** Please check-in with Michelle Barrett - Vendor Coordinator - upon arrival for site location.

### **Maintenance**

You are responsible for cleaning your area at the conclusion of the event. Items rented may be left in the assigned area. Please arrange to have all items removed at the conclusion of the event. We are unable to store vendor materials on campus.

### **Security**

Trinity Lutheran Church and School and the Downtown BBQ Cook-off coordinators are not responsible for the security or protection of the property and merchandise of exhibitors. Each VENDOR should take precautions to avoid theft or damage to such property.

### **Insurance Requirements for All Vendors**

The VENDOR shall indemnify and hold harmless the Trinity Lutheran Church and School and its agents, employees and volunteers from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from (i) the conduct or management of the premises or of any business therein, (ii) any act, omission, or negligence of the VENDOR or the partners, directors, officers, agents, employees, invitees or contractors of the VENDOR (iii) any accident, injury or damage whatsoever occurring in or at the premises. VENDOR hereby expressly indemnifies Trinity Lutheran Church and School its agents, employees, and volunteers, unless such act of omission constitutes gross negligence or intentional misconduct.

### **Contact Info**

Trinity Downtown - 123 E. Livingston Street - Orlando FL, 32801.

**Michelle Barrett 407.257.5344 - Vendor Coordinator**





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## Vendor Application

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

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

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Address** \_\_\_\_\_

**Goods/Services Provided** \_\_\_\_\_

**Additional Info:**

**Vendor Space – 10'x10'                      \$75 (Free for non-profit)**

**Tent/Table/2 Chair Package              \$100 (Provided by Karl's Event Rental)**

Please make checks out to "Trinity Lutheran Church" and mail to 123 E. Livingston St. Orlando, FL 32801. For rental info and further information please call Michelle Barrett - 407.257.5344.

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

*Trinity Downtown*

123 E. Livingston St. | Orlando, FL 32801 | 407.488.1919 | TrinityDowntown.org