



Hello Vendor!

We are looking forward to the **Panama City Beach Scottish Festival on Saturday, March 2, 2024, at Frank Brown Park** (16200 Panama City Beach Pkwy, Panama City Beach, FL 32413). This is the 30th anniversary of our Festival. We are working to make it bigger and better than ever.

Last year's festival was a great success. We are seeing more and more attendees coming to the festival from out of state as well as any winter residents, local Floridians, and travelers from the Midwest and Southeast. The Beach is just beautiful this time of year, consider staying an extra day or two for some rest and relaxation.

As soon as you are a paid vendor, we will be advertising your participation (along with a link to your website) on our Website and Social Media pages. Get your application in for the most exposure of your products possible!

I have attached the Vendor Application to this letter. I ask that you please complete it and get it back to us quickly, so we know that you are attending. Space is limited as we continue to add more activities to our venue, so get your application in ASAP to reserve your space. We hope to see ALL of you again.

If you need to get in touch with me, my contact information is below. Call, Text or Email me if you have any questions. If you are participating this year, please add me to your phone contact list, so that I am easily available on the day of the event.

I look forward to hearing from you soon!

Kathy Johnson
pcbsfvendors@gmail.com
731-608-1470

Vendor Rental Space Prices:

Retail Merchandise:

10 X 10 Space - \$200.00
20 X 20 Space - \$300.00

Food Vendor:

10 X 10 Space - \$300.00
20 X 20 Space - \$400.00
Food Truck - \$500.00

The undersigned hereby agrees to reserve booth space to exhibit and/or sell their product or service during the Panama City Beach Scottish Festival.

By signing this agreement, you acknowledge receipt of and agree to be bound by the rules and regulations of the Festival. The Festival will be OPEN to all and held at Frank Brown Park, 16200 Panama City Beach Parkway, 32413, on Saturday, March 2nd, 2024, 9 AM-5 PM.

Set-up is between 8:00am – 6:00pm on Friday, March 1st and 7:00am-8:30am on Saturday, March 2nd, 2024. Vendors and their employees MUST wear a wristband, 2 wristbands are included free of charge, if additional bands are needed, they can be purchased at the front gate.

PLEASE NOTE: Due to the pandemic, we reserve the right to change or cancel the venue location with sufficient notice.

Payment and Deadline: Submission of payment is due upon signing of this agreement. Festival exhibitor space is limited, and applications will be accepted on a first-paid basis. The final deadline for application, required documents, and payment is December 31, 2023.

You must bring your own tent, tables, and chairs. Make checks payable to: **The Celtic Heritage Alliance**. There will be a limited number of nonprofit organization exhibition spaces available at a reduced charge.

If you desire to rent a tent, you must specify tent size and number of sides if desired. The additional charge for rentals will be provided by January 31, 2024, and payment must be made to CHA no later than February 15, 2024, to ensure the requested tent is provided.

Food Vendors:

The standard food vendor space is 10 ft. (frontage) x 20 ft. deep. These spaces will accommodate a 10 x 10 tent and give food vendors who are cooking on-site an additional 10 x 10 space (required) directly behind the tent for cooking. Food vendors agree to post a menu at eye level showing what items are available and the pricing.

Event presenters provide centrally located trash receptacles for standard garbage. Vendors are responsible for discarding their own cooking oil or anything that is not considered regular trash and removing it from the property.

Electricity:

Limited electricity is available at Frank Brown Park, which is included in the vendor fee. If you are requesting electricity, you must specify exactly what you intend to plug into, on the application. We reserve spaces with electricity for our food vendors, but you must request electricity in your application above. We cannot guarantee all vendors will be granted access to electricity. All vendors will be treated on a "first come" basis.

Insurance:

Please include, with this application, a Certificate of Insurance. Food vendors are required to carry Liability insurance listing Panama City Beach Scottish Festival and the Celtic Heritage Alliance, as the additional insured on General Liability Coverage for a maximum of \$1,000,000.00. Proof of this coverage MUST be emailed or mailed to the contact information below by 31 December 2023.

Waiver: You agree to waive any and all claims of whatever nature against Panama City Beach Scottish Festival/The Celtic Heritage Alliance, the city of Panama City Beach and all employees, successors and any volunteers, sponsors and/or suppliers connected with the Festival.

Release: You grant permission to the Panama City Beach Scottish Festival Management, an unconditional release of any photographs, video or motion pictures and/or any verbal or written statements for use by the promoters of the festival for any legitimate purpose including, but not limited to, publicity, promotions, fundraising and/or websites.

Cancellation/Refund Policy: There are No cancellations and no refunds.

Rules for the Event:

The organizers of the event want it to be a positive experience for the vendors and our attendees. Because of that, we have established the following rules and guidelines:

1. Vendors are prohibited from selling, exhibiting, displaying, or promoting any type of merchandise or service that may have implicit or explicit content of violence or obscenity (visual or verbal). Law enforcement will be onsite during the Event.

2. Food vendors are responsible for removal of their trash to the designated dumpster area as frequently as necessary, but at least once daily.
3. Vendors agree to have vendor space open by 9:00 AM on Saturday, March 2nd and all vehicles must be removed from the field by 8:30 AM.
4. Set-up is between 8:00am – 6:00pm on Friday, March 1st and 7:00am-8:30am on Saturday, March 2nd, 2024, You will set-up in your assigned space at that time. For SAFETY and SECURITY, absolutely no vehicles will be allowed inside the park after 8:30 AM on Saturday morning.
5. Exhibitors must leave their booths open until 5:00 PM Saturday.
6. All vendors shall have an approved fire extinguisher in their booth. Fire extinguishers must be appropriate for the content of the exhibition space (proper A, B, C, and/or K ratings). All tents must be labeled as fire-retardant.
7. All sales belong to you, and you are solely responsible for collecting and reporting applicable sales tax. Vendors are responsible for a 1% Merchant Gross Sales Tax to the City of Panama City Beach. Each vendor will be provided the necessary Merchant Form and information provided by the City of Panama City Beach on the day of the Event.
8. All prices for food must be posted and clearly visible to Festival patrons.
9. There is no smoking by vendors and/or vendor employees on the festival grounds.
10. You are responsible for the security of your space and equipment.
11. The disposal of used cooking grease is the responsibility of the vendor.
12. Vendors are legally and financially responsible for all damages to Event grounds or other property caused by themselves or their employees.

All vendor applications are subject to the final approval of the event organizer. In the event that the event organizer does not accept a vendor application all fees paid will be promptly refunded. The event organizer cannot guarantee exclusivity. In cases where it appears vendors (other than food) might be selling like items we will do our best to make sure that there is some separation.

CELTIC HERITAGE ALLIANCE, INC.

**The 30th Annual Panama City Beach
Scottish Festival and Highland Games**

March 2, 2024

APPLICATION DEADLINE: December 31, 2023

Name: _____

Company: _____

Mailing Address: _____

City, State, ZIP: _____

Phone: _____

Website: _____

Social Media Site: _____

Liability Insurance Carrier: _____

Email address: _____

Exact Electrical Needs: _____

Tent Size: _____ Rental? Y / N _____

Detailed Description of your items for sale: _____

I have read and agree to the rules and regulations above.

Print Name: _____

Signature: _____

Date Signed: _____

Please make checks payable to: The Celtic Heritage Alliance Inc.

This application is to be completed and returned with payment, signed Rules & Regulations and Proof of Insurance to:

Celtic Heritage Alliance, Inc.
PO Box 20274
Panama City Beach, FL 32417

Address questions to:

Kathy Johnson
pcbsfvendors@gmail.com
731-608-1470

or

Patti Livera
patti6348@gmail.com
850-625-6348

Thank you for participating in the 30th annual Celtic Heritage Alliance Inc., Panama City Beach Scottish Festival and Highland Games.

Protect yourself and your products, see information below for insurance.

ACT <https://www.actinsurance.com/events/1665>

FLIP <https://www.flipprogram.com/policy/buy/ai/MTY2Ng>

Celtic Heritage Alliance



CELTIC
HERITAGE
ALLIANCE

The Celtic Heritage Alliance is proud to present the Panama City Beach Scottish Festival. We are a 501 (c) (3) non-profit organization dedicated to the preservation, education and promotion of Celtic tradition and culture. Northwest Florida was predominantly settled by Scottish and Irish immigrants. As the Florida Panhandle's only Scottish Festival, we are proud of our ancestors and strive to honor their culture with our festival, fundraisers, and educational events throughout the year.

Our local Scottish Festival was born in 1993 on the grounds of Grace Presbyterian Church in Panama City, Florida. With each passing year, the festival continued to grow until finally a search for a larger location began. In 2016 the festival moved to Frank Brown Park in Panama City Beach. With the extra room, we've added more vendors, more clans, a tea room and a beer tent.