

10/21/2023

12PM - 7PM



6984 MAIN STREET

LITHONIA, GA 30058

BLACK DOT CULTURAL ARTS FESTIVAL

VENDOR APPLICATION

VENDOR BUSINESS/COMPANY NAME:

Vendor's Legal Name(s):

Address:

Cell Phone:

EMAIL:

Instagram Handle:

Description of products/service:

PLEASE SUBMIT A VALID FORM OF ID FOR YOUR APPLICATION TO BE CONSIDERED

FOOD TRUCKS REQUIRE PROOF OF LIABILITY INSURANCE FOR VEHICLES:

IN DEKALB COUNTY GA, A TEMPORARY FOOD SERVICE PERMIT IS REQUIRED TO SELL FOOD THAT IS HEATED AND/OR PREPARED ON SITE. THE EVENT ORGANIZER SHOULD CONTACT THE DEKALB COUNTY BOARD OF HEALTH AT LEAST 30 DAYS PRIOR TO THE EVENT TO ENSURE ALL FORMS HAVE BEEN RECEIVED.

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Rules and Regulations

1. **Vendors** must use a **10 x 10 tent**. 10 x 20 tents are reserved for sponsors.
2. **Vendor's** tables must be properly draped, and no boxes or crates should be exposed.
3. **Vendors** must arrive at the event location at least 2 hours before the start of the event to set up their booths and displays, or you can arrive at 10:00 am. Vehicles are only for dropping off products and must be removed as soon as possible. The event hours are from 12 pm to 7 pm.
4. **Vendors** will be assigned spaces based on a **First Come, First Serve** basis.
5. **Vendors** must maintain a clean and organized booth throughout the event. All trash and debris must be properly disposed of in designated areas.
6. **Vendors** must not sell any illegal or counterfeit items. Any items found to be in violation of this rule will be immediately confiscated.
7. **Vendors** must not play music or make any noise that disturbs nearby vendors or event attendees. Any music or noise must be kept at a reasonable volume.
8. **Vendors** must not block or obstruct any pathways or walkways. All booths and displays must be set up in designated areas.
9. **Vendors** must be respectful and courteous to all event staff, attendees, and fellow vendors.
10. **Vendors** must adhere to all parking and traffic regulations in the event area.
11. **Failure to comply with any of these rules may result in removal from the event and revocation of the vendor permit.**

Full payment must be made with the submission of the application by 6PM, October 15, 2023.

I, _____, the undersigned applicant, hereby certify that I have read the attached information and fully agree to abide by the rules, terms and conditions stated herein. I also agree to indemnify, defend and hold harmless, The City of Lithonia, Black Dot Cultural Center, including its officers, directors, employees, agents and /or volunteers, from any and all demands, claims or liability of any nature, caused by or arising out of the performance of this agreement.

****You recognize and agree that you shall not be entitled to a refund for any vendor fees under any circumstances.**

Signature of Applicant

Date

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APPLICATION CHECK LIST

In order to receive a vendor permit in the city of Lithonia, the following documents must be submitted:

	COMPLETE AND SIGNED APPLICATION
	COMPLETE AND ACCURATE DESCRIPTION OF ALL ARTICLES TO BE SOLD
	IF APPLICABLE, PROOF OF LIABILITY INSURANCE (IF APPLICABLE)
	PHOTO ID DRIVERS LICENCE
	\$150.00 VENDOR FEE: CHECKS OR MONEY ORDERS: Black Dot Cultural Center
	\$200.00 FOOD VENDOR FEE: CHECKS OR MONEY ORDERS: Black Dot Cultural Center
	PAY ONLINE AT www.BlackDotCC.com

I, _____, the undersigned applicant, understand that this application is not complete until the above information is provided, all listed documents are submitted in completed form, and all fees are paid.

This application is hereby made according to the requirements of the code of ordinances city of Lithonia Georgia for a permit to vend in a specific place exhibiting wares and selling them in the designated time frame of the event organizer. I/We agree to conform to all regulating laws, ordinances, and resolutions.

Signature of Applicant

Date