



NAPO

NORTH AREA PARKS OPERATIONS

Brevard County
Parks & Recreation Department
North Area Parks Operations
475 North Williams Avenue
Titusville, FL, 32796
(321) 264-5105 | (321) 264-6428

EXHIBITOR AGREEMENT & APPLICATION FORM

Event: 12TH Annual - North Brevard Fall Festival [Trunk-or-Treat]
Location: Fox Lake Park | 4400 Fox Lake Rd, Titusville, Florida 32796
Date: Saturday, October 21, 2023
Event Time: 5:00 PM – 8:00 PM | **Exhibit Time:** 5:00 PM – 8:00 PM | **Setup Time:** 8:00 AM – 5:00 PM

EXHIBITORS, PLEASE SUBMIT THIS FORM NO LATER THAN WEDNESDAY, OCTOBER 18, 2023

Exhibiting at this event is FREE. All exhibitors planning to attend a Brevard County Parks and Recreation, North Area Parks event must complete and submit this Exhibitor Agreement Form and provide a Certificate of Insurance. Please fill out and provide the required information in the fields below.

Organization Name: _____ **Contact Name:** _____
Phone Number: _____ **Email:** _____
Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Participation Acknowledgement (select all that apply):

Exhibit and/or Demonstration – Setup an exhibit/display to impress attendees and hand out candy, promote your organization, and celebrate the season!

ADVERTISEMENT / MARKETING – Advertisement must be displayed within assigned boundaries (e.g. signs and/or digital marketing). Marketing material (e.g. brochures, business cards, flyers, promotional materials/tchotchkes) is authorized. Exhibitors are **NOT AUTHORIZED TO SELL** items/services at the event.

BOUNDARIES & TRAFFIC ROUTE – Drive-thru/Traffic route & exhibit boundaries will be marked. No obstruction, such as chairs, tables, displays, props, easels or stanchions, will protrude into the traffic route. [ref. Event Map for details]

CERTIFICATE OF INSURANCE – the “Certificate Holder” on the insurance form must be listed as follows:
- Brevard County, 2725 Judge Fran Jamieson Way, Suite B-203 Viera, FL 32940

EXHIBITS, DISPLAYS, DEMO, MUSIC & SOUND – Exhibitor decorations and displays, to include patron interactions, must appropriately reflect the theme of the event and should plan accordingly. All exhibits, demonstrations, and/or displays must be contained within the limits of an exhibitor’s assigned exhibit space. Sound and music are authorized – however, exhibitors agree to obtain necessary licenses to play or perform live or recorded music and agree to defend, indemnify, and hold harmless Brevard County, Florida. **Note – Music and sound containing indecent and profane content is prohibited.**

FIRE & SAFETY – Each exhibitor is charged with the knowledge of all laws, ordinances and regulations pertaining to health, fire prevention, and public safety while participating in the event. Exhibitors agree to be responsible and comply with national, state, county, and city regulations in the provision and maintenance of adequate safety devices at exhibits.

POWER – No electricity or fuel will be provided to exhibitors – exhibitors must provide their own power.

TIME & CLOSING – Event time is 5 PM–8 PM. Recommended setup time is 1-hour before the event – however, Exhibitors may begin setup at 8 AM the day of the event; setup must be completed by 5 PM, the start of the event.

SEVERE WEATHER & CIRCUMSTANCE – Event may change or be canceled in the event of severe weather or other unforeseen circumstance. Check event status at [Facebook@BrevardParks](https://www.facebook.com/BrevardParks).

Exhibitor Signature: _____ **Date:** _____

By signing, the Exhibitor acknowledges the nature of the event/activity, and acknowledges the understanding of any and all risks involved in the event/activity, and hereby agrees to assume all risk and hazards incidental to the conduct of the event/activity, including transport to and from the event/activity. Furthermore, the Exhibitor, does hereby release, absolve, indemnify, and agrees to hold harmless Brevard County, Florida, its agents and employees, as well as the organizers, partners and sponsors of the above-described event/activity, for any and all damages and injuries caused or incurred as a result of Exhibitor participation in the event/activity.



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