



TO: Event Vendor
FROM: Vanessa L. Lenear, CPRP, CPO
Event Coordinator

RE: Florence Independence Day Celebration

The City of Florence will conduct its annual Independence Day Celebration on **Sunday, July 3, 2016 from 4:00 – 11:00 pm** at the Florence Government Center, 8100 Ewing Boulevard. **There is NO date for the event this year.** This event is an opportunity to partner with the City of Florence in this annual venture. In past years the event has attracted over 3,500 people.

During the hours of **4:00 – 11:00 pm** the event will include rides, food vendors, KidZone (a children's area with activities), a car cruise-in and musical performances culminating in a spectacular fireworks display scheduled at 10:00 pm.

Here's how you can become involved in this fantastic event. Rent a 10'x10' space for \$50, a 10'x10' booth for \$85 or a 10'x20' booth for \$150. The City will supply each booth with one 20 amp duplex outlet along with one light per 10'. Complete the enclosed booth application form and return it with the fee by **Tuesday, June 21, 2016** to City of Florence, 8100 Ewing Blvd. Florence, KY 41042 Attn: ***Parks & Recreation.***

If you are unable to participate and want to promote your business, there are Sponsorship opportunities available as well. For more information I can be reached at (859) 647-5439 or vanessa.lenear@florence-ky.gov.



**Independence Day Celebration
Sunday, July 3, 2016 5:00 – 11:00 pm**

Booth Registration Form

THERE IS NO RAIN DATE FOR THE EVENT THIS YEAR!

Please **print** when completing the form and return to the City of Florence Parks & Recreation Department prior to **Tuesday, June 21, 2016.**

1. Name of Business: _____
2. Mailing Address: _____
3. City/State/Zip: _____
3. Contact Person: _____
4. Phone Number: _____ Cell Number: _____
5. Fax Number: _____ E-Mail: _____
6. Type of Exhibit: _____

Handouts

7. Select one:

Space ____ \$50 Booth: ____ 10' x 10' (\$85) Double Booth ____ 10' x 20' (\$150)

Space: You provide trailer or pop up tent to vend from and we provide a sign & electric.

Booth information: **No chairs or tables provided.**
No water hook ups available.
One electrical outlet and one light are available per 10' booth.

RENTAL FEES: \$50.00 for Space Only Booths: 10' x 10' - \$85 or 10' x 20' - \$150

All large trailers must pay the 10' x 20' booth fee.

Rental fee due when booth application (*front page*) is submitted. Make checks payable to:
City of Florence.

Submit to: City of Florence
8100 Ewing Blvd.
Florence, Kentucky 41042-7588
Attn: Parks & Recreation

Regulations

The City of Florence requires the following:

- Signs, posters or displays cannot contain messages of a negative nature.
- No loud music or excessive noises may emanate from the booth that might conflict with the live performances.
- Vendors must provide their own tables, chairs, display boards and banner/logo.
- Vendors may arrive as early as 4:00 pm to set up.
- The City of Florence **will** provide the following:
 - a) 10' x 10' Space; order a 10' x 10' Booth or 10' x 20' Booth
 - b) One Electric Outlet per Booth (**20 amp duplex per 10'**)
 - c) One Light (Two lights for a 10' x 20' booth)
 - d) Booth Sign

The City of Florence thanks you in advance for your cooperation and support. Contact Vanessa L. Lenear, CPRP, CPO at (859) 647-5439 or vanessa.lenear@florence-ky.gov for details.

