



Town of Melbourne Beach

507 Ocean Ave, Melbourne Beach, FL 32951

FOUNDERS DAY - Saturday, May 3, 2025

NON-PROFIT VENDOR FORM

Requirements

1. Location assignment is the sole authority of the Melbourne Beach Town Staff.
2. A 10' x 10' space will be reserved. You may put up a cover or canopy with poles and provide your own table. Transportation & set-up of your merchandise and booth is solely your responsibility. There will be **NO PARKING** at Ryckman Park, **ONLY UNLOADING**. It is your responsibility to find parking accommodations.
3. All participants must set up by 7:30 a.m. and must stay open until 5:00 p.m., **NO EXCEPTIONS**. You may set up the night before, which is highly suggested. The Town will provide routine close patrol by law enforcement personnel throughout the night but there **WILL NOT** be overnight security.
4. You must make arrangements to set up your booth – Town staff will **NOT** be able to assist.
5. You must bring an item to pass out to attendees who visit your booth. Literature, such as pamphlets/brochures/etc. are not considered a giveaway item but may be given away in addition.
6. Must adhere to the **Prohibition of Single Use Plastics and Styrofoam Regulations** as attached to the application. Your signature below notes your understanding and agreement.

The deadline to submit entry forms will be **Friday, April 18, 2025**.

There is no entry fee for Non-Profit vendors.

Mail to: Town of Melbourne Beach, 507 Ocean Avenue, Melbourne Beach, FL 32951

You may also email your form to **office@melbournebeachfl.org**



Town of Melbourne Beach

507 Ocean Ave, Melbourne Beach, FL 32951

Name:	
Address:	
Cellphone #:	
Email Address:	
Description of Non-Profit:	

I understand and agree to the requirements listed above including #6.

Signature _____ Date _____