

**Downtown Lakeland Partnership, Inc.
DLP Event Set-Up Application (Part 1)**

Event Requested:

First Friday _____
Date

Other _____
Name & Date of Event

Deadlines for Application:

7 calendar days for DLP Partners/Members

30 calendar days for non-members

Application Tracking:

To be completed by applicant

Date Submitted by Applicant _____

Method Submitted:

E-Mail US Postal Service

Hand delivered to _____

Fax to 863-868-7707

Date received by DLP _____

Are you a DLP Partner/Member?

Yes, _____
Name of Partner/Member Organization

No, and we understand
the \$100 fee* applies.

See Application Forms on Reverse, Please.

Rules of Event Participation

DLP Partners/Members:

- 1) Any business or not-for-profit partner/member of the DLP may, with prior DLP approval, engage in fund-raising activities, make available literature about their organization or cause, and are encouraged to provide a family-friendly activity that contributes to the festival atmosphere.
- 2) Participants must confine their solicitations to the immediate vicinity of their booth.
- 3) Participants may not engage in any activity deemed inappropriate by the DLP Board and/or management, including but not limited to (a) the dissemination of information, written or verbal, that is damaging or derogatory to any other group; or (b) any activity that is prohibited by city, county, state or federal laws.
- 4) Participants may not share booth space with any other organization or business without prior consent of the DLP.
- 5) Political campaigns/candidates may not participate in DLP events unless that event is designated for such activity. Elected officials who are currently seated may participate only to disseminate information about the function of their office.
- 6) Placement is at the sole discretion of the DLP and is final.
- 7) Violation of these rules may result in immediate expulsion from the event and termination of the right to participate in the future.

Non DLP Partners/Members:

- 1) Booth fees are non-refundable. In the event of bad weather, or an Act of God, the rental fee will be applied to a date in the future at a comparable event. *
- 2) For-profit businesses who are not members of the DLP are prohibited from any commerce involving the sale of products, services, or fund-raising.
- 3) Participants agree to Rules 2 through 7 of the "DLP Partners/Members section above.

I, _____, an authorized representative of
Print name

_____, understand and agree to the Rules of
Applicant Business or Organization

Event Participation agreement as outlined above.

Downtown Lakeland Partnership, Inc.

DLP Event Set-Up Application Part 2

Partner/Member Business or Organization Information:

Contact Name: _____
Phone: _____ Cell # for day of event: _____
e-mail: _____ Electricity needed? Y N
Nature of proposed activity at the event: _____

DLP Use:

Participation confirmed w/ member:

_____	_____
Participant representative	Location Assigned
_____	_____
DLP Representative	Other

Non-Member Business or Organization Information:

Not-for-Profit 501 c _____ FEI/EIN # _____
 For Profit FEI/EIN # _____

Organization Name: _____
Contact Name: _____
Physical Address: _____
Mailing Address: _____
City/State/Zip: _____
Phone: _____ Cell # for day of event: _____
e-mail: _____ Electricity needed? Y N
Nature of proposed activity at the event: _____

DLP Use:

Participation confirmed:

_____	_____
Participant representative	Location Assigned
_____	_____
DLP Representative	Other

Payment Received: Cash Check # _____