



Customer Service Department  
50 Bridge St.  
St. Augustine, FL 32084  
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Email: [Vendors@CityStAug.com](mailto:Vendors@CityStAug.com)

## Street Artists Expressive Activity Guidelines

- Completed applications must be submitted to the Customer Service Division, located at 50 Bridge Street, by **5:00 p.m. on the 20<sup>th</sup> day of the month** prior to the month applicant is seeking space.
- A lottery drawing will be held at 10:00 am the first business day following the deadline of applications in order to fill the twelve available spaces in the Market. The first 12 randomly drawn applicants will be issued a permit for space.
- The numbers will be randomly drawn from all of the submitted applications.
- A listing of applicant names will be posted on the door of the Financial Services Center immediately following the lottery.
- Applicants will have until **3:00 p.m. within 5 days from posting of applicant names** to pay the administrative fee of **\$25.00** and pick up their ID badge and monthly permit.
- Applicants who do not pay the \$25.00 fee by 3:00 p.m. on the 5<sup>th</sup> day following announcement of the lottery will forfeit their space at 3:01p.m. and the space will be available for the next applicant.
- Any space not assigned at the time of the lottery may be assigned on a first-come, first-served basis upon payment of the \$25 administrative fee.
- Applicants assigned a space must wear the photo ID badge assigned by the City and must prominently display their current permit in an 8 ½ by 11 inch frame at all times.
- **Spaces are not transferable. City electricity and/or water are NOT available for use by applicants.**
- **Any space assigned but not being utilized for 7 consecutive days is subject to reassignment. Financial Services will make effort to contact assigned applicant at the contact information provided to confirm intent of use. If no response is received the space may be considered abandoned and reassigned to the next applicant upon payment of the \$25 administrative fee.**

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Initials