



2025 VENDOR EVENT PARTICIPATION INFORMATION

CITY OF MOBILE, ALABAMA



THANK YOU *for* CHOOSING MOBILE!

The City of Mobile Events Department is dedicated to enhancing the quality of life for both residents and visitors by offering exciting events that everyone can enjoy. Vendor participation plays a vital role in making these events memorable and successful.

To streamline the process and improve the experience, we've introduced an easy-to-use online vendor application. This will guide vendors, food trucks, and non-profits through a clear and efficient process for participating in our events. **Interested in applying?** Submit your application at MPRD.RecDesk.com!

The list on the following page includes all the events scheduled in 2025 with opportunities for vendors, food trucks, and non-profits. Please note, additional opportunities may be added throughout the year, and anyone on our email list will be notified as new events arise. If you'd like to be added to the list or have any questions, feel free to reach out to us at events@cityofmobile.org. We look forward to partnering with you to make these events even more exciting!

All events organized by the City of Mobile Events Department are categorized into three tiers: Silver, Gold, and Platinum. Please refer to the information below to view the general pricing for each event tier.

	SILVER	GOLD	PLATINUM
VENDORS	\$15.00	\$30.00	\$60.00
FOOD VENDORS	\$25.00	\$50.00	\$100.00
NON-PROFITS	WAIVED	WAIVED	WAIVED



SILVER TIER EVENTS

Family Day - March 15

Spring Market in the Park - April 26 | May 3, 10, 17, 24, 31 | June 7, 14, 21, 28

Ten event series: sign up for all events in this series at once to get 2 free!

Summer Drive-In Movie - June 27 | July 25

Kid's Day - Sept. 20

Fall Market in the Park - Oct. 11, 18, 25 | Nov. 1, 8, 15

Six event series: sign up for all events in this series at once to get 2 free!

GOLD TIER EVENTS

Juneteenth - June 19

Gulf Coast Grooves - May 31 | Aug. 23

Small Business Saturday - Nov. 29

PLATINUM TIER EVENTS

Mardi Gras Tree Lighting - Jan. 9

Kites Over Mobile/Spring Fling - April 19 & 20

4th of July Celebration - July 4

MOB-tober Fest - Oct. 25

Lighting of the Tree - Nov. 21

LODA ARTWALK

ArtWalk is held the second Friday of each month (except February). Applications for this event are facilitated by the Mobile Arts Council. For vendors interested in participating, contact Sydney Cramer at scramer@mobilearts.org.

Please note that some events may have restrictions on the types of non-profits, vendors, and food trucks allowed, and certain events may have limited availability. Be sure to check each event application for specific details on these guidelines.

Thank you for your interest in joining us to enhance the quality of life for both the citizens of Mobile and visitors by offering exciting events for all to enjoy. We look forward to working with you to make these wonderful community celebrations successful!

HOW TO CREATE AN MPRD RECDESK ACCOUNT

1. Visit MPRD.RecDesk.com and click Create Account.
2. Fill in your name, phone number, and email before clicking Continue.
3. Fill out the required information and create a username and password.

Congratulations! You've just created a Mobile Parks & Recreation Department RecDesk account where you can sign up for classes, programs, and events!

HOW TO APPLY FOR EVENTS AS A VENDOR OR FOOD VENDOR

1. Visit MPRD.RecDesk.com and click Programs. Then, on the drop-down menu, select Events. You may additionally filter by Food Vendor, Vendor, and Non-Profit Applications to easily locate the application you need.
2. Click on the program/event name you wish to apply for and click on the green Register button.
3. Click on your name in the Member Dropdown. Select the Fee Type and click Save. The fee type will be \$0.00 until your application has been reviewed for approval.
4. Next, Go To Checkout. Again, there will be no fees until your application has been reviewed for approval.
5. Fill out the program/event application including uploading any required documents (City of Mobile Business License, Health Department Release, etc.) then click the green Submit Form button.
6. Finally, read and review the waiver before clicking Accept Waiver if you wish to proceed.

Your application is complete when you see the "Checkout has been successfully completed!" message. If you have an email on file, you will receive a confirmation email.

Once your application has been reviewed and approved, you will receive an invoice at the email address you entered during registration. If your application is rejected, you will also receive a notification email with an explanation.

Thank you for registering with the City of Mobile Events Department!

**For any questions or assistance, please contact us at
Events@cityofmobile.org or (251) 208-1550.**

Our office is open Monday through Friday, from 8 am until 5 pm.

LICENSES & PERMITS

A valid City of Mobile business license is required for any company or person engaged in business within the corporate limits as well as the police jurisdiction. As a vendor participating in an event, you are required to have a business license. This is an annual license which expires on December 31 for the calendar year in which it is issued.

INITIAL PEDDLERS LICENSE INCLUDES:

LICENSE	\$50.00
TAX DEPOSIT	\$70.00
ISSUE FEE	\$10.00
TOTAL	\$130.00

A half year license (starting July 1) is a \$25 license, \$70 deposit, and \$10 issue fee.

INITIAL FOOD VENDOR LICENSE INCLUDES:

LICENSE	\$120.00
ISSUE FEE	\$10.00
TOTAL	\$130.00

A half year license (starting July 1) is a \$60 license fee and a \$10 issue fee.

YOU CAN APPLY FOR YOUR BUSINESS LICENSE IN-PERSON AT:

City of Mobile, Revenue Department
205 Government Street, 2nd Floor, S. Tower
Mobile, Alabama 36652
251-208-7462, Option 1

OR ONLINE: <https://www.cityofmobile.org/government/revenue/business-license-application/>

TO OBTAIN A BUSINESS LICENSE YOU WILL NEED TO PROVIDE THE REQUIRED DOCUMENTATION:

FOR A SOLE PROPRIETOR:

- Copy of your government issued photo ID or valid driver's license.
- Signed Citizenship form located at: <https://www.cityofmobile.org/government/revenue/revenue-forms-and-applications/>

FOR A LLC, CORPORATION OR NON-PROFIT:

- Copy of the owner's/officer's current government issued photo ID or valid driver's license.
- Copy of your article of formation stamped/recorded by probate court including certificate.

FOOD TRUCK VENDORS ARE REQUIRED TO HAVE:

- Board of Health Clearance
- Fire Inspection Report
- MPRD Park Permit (if operating within a city park)

YOU CAN APPLY FOR YOUR MPRD PARK PERMIT:

- In Person: 48 N Sage Ave, Mobile, AL 36607
- Or online at MPRD.RecDesk.com