



Crawfish Festival & Cookoff

King Fisher Park, Port O'Connor, TX

Saturday, April 28, 2018

10:00 am – 7:00 pm

Vendor Agreement

DEADLINE – April 1, 2018. Any applications postmarked after April 1st will be charged a \$30 late fee.

Contact Name: _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Numbers: home _____ cell _____

Email address: _____

State Sales Tax Permit No.: _____ Date Issued: _____

Detailed description of Products to be sold: (please attach photos or brochures)

Standard booth space is 10 x 10 \$30

Vendor will provide their own display, awning, tables, generators, etc. There will be no electricity available.

Total # of Booths Requested: _____ at \$30 each Total: \$ _____

Waiver: The Port O'Connor Chamber of Commerce reserves the right to refuse any vendor application, should this occur, the fee will be refunded. The Vendor shall defend, save and hold harmless the Port O'Connor Chamber of Commerce, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. All vendors must make provisions for safeguarding their goods. Vendor assumes full liability for protecting, care and maintenance of vendor's property. Please sign to acknowledge that you have read all of the information, and agree to be bound by this contract. A signed copy of the Vendor terms & Conditions (attached) should accompany this agreement.

Spaces **will not** be reserved until your signed agreement and money is received by due date. Checks should be made payable Port O'Connor Chamber of Commerce, and remitted to the **Port O'Connor Chamber of Commerce, Attn: Crawfish Fest Vendor Coordinator, P.O. Box 701, Port O'Connor, TX 77982**. For additional information, please contact Darla Parker at 713-857-0482 or email at darla611@aol.com.

VENDOR TERMS & CONDITIONS

In order to ensure the integrity of our Vendor participation, the Port O'Connor Chamber of Commerce has adopted **Vendor Terms & Conditions** for this event. All vendors participating in the show agree to abide by the **Vendor Terms & Conditions** as set forth below. Vendors not following these guidelines may be excluded from participating in future shows.

- All booths are 10'x 10' and space cost is \$30.00 each. The application for and selection of space accompanied by the full payment of rental fees constitute a non-refundable contract for the right to use the space. In the event of uncontrollable circumstances rendering this event to be cancelled, this contract will not be binding and vendor payments will be refunded in settlement thereof.
- All applications must be postmarked by April 1, 2018. Any applications thereafter, if accepted, will be responsible for a \$30 late fee.
- All items must be pre-approved by the Port O'Connor Chamber of Commerce. Any item deemed hazardous to others is prohibited. The Chamber of Commerce will have sole discretion as to what may be considered hazardous or dangerous.
- All display materials, tables, chairs, canopies, etc. are the responsibility of the vendor.
- There will be no electricity available.
- The Port O'Connor Chamber is NOT responsible for any items left unattended.
- All Vendors are responsible for collecting and reporting all sales tax. The State Comptroller of Public Accountants requires that you have a sales tax permit, and that you pay sales tax. Be sure to include your number on the application.
- Food Booths MUST be in compliance with Health Department rules. A copy of these rules will be emailed/mailed to the vendor upon acceptance to participate. There is no fee to the vendor for the Health Department inspection. Inspection must be completed before vendor may open for business.
- **No Alcoholic Beverages may be sold by Vendors.**

Set-up: Vendors will be allowed to begin setting up between 7:00 am and 10:00 am on Saturday, April 28, 2018. Vendors should check in at the Service Entrance on Park Ave. Spaces will be assigned by the Port O'Connor Chamber of Commerce. All booths must be set up and ready to open by 10 a.m. All vehicles must be removed by that time.

Tear Down:

- Due to the traffic and safety of all involved, there will absolutely be **no personal vehicles allowed in the public event areas until the event is over at 7:00 pm.** All Vendors are responsible for leaving their space clean and undamaged at the end of the event. All trash, including empty boxes and packing materials, must be removed from the property.

Members of the Committee reserve the right to ask any exhibitor and/or anyone in their party to leave if any of the above rules are not followed.

Completing this form indicates that you understand and agree to follow all terms stated above.

VENDORS NOT FOLLOWING THESE GUIDELINES MAY BE EXCLUDED FROM PARTICIPATING IN FUTURE SHOWS.

Vendor

Date