



13th Annual POC Crawfish Festival & Cookoff

King Fisher Park, Port O'Connor, TX

Saturday, April 26, 2025

10:00 am – 6:00 pm

Vendor Agreement

DEADLINE – April 1, 2025 OR until spots are filled.

Any applications received after April 1st will be charged a \$50 late fee, IF space is available.

Contact Name: _____

Business Name: _____

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

Phone Numbers: home _____ cell _____

Email address: _____

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

Website/Facebook/Instagram Name or URL: _____

List of all products to be sold. Please attach photos/brochures.

	Price per spot	# of spots	Total
Vendor 10'x10' booth	\$100		
Food Vendor per 10' length (length must include tongue & hitch) No attached vehicles	\$100		
Additional Admission Wristbands (Each vendor will receive 2 free writstbands. Additional may be purchased.)	\$5		
Total Amount Due			

**Vendors selling from a trailer, please indicate if window is driver, passenger, or rear ramp.

*Spaces will not be reserved until your signed agreement and fee is received and approved.

*Checks, cash, or money orders should be made payable to **Port O'Connor Chamber of Commerce, Attn: Crawfish Fest Vendor Coordinator, at P.O. Box 701, Port O'Connor, TX 77982.**

* If paying with credit card, a 3.5% service fee will be included. Please email application to Crawfish@portoconnorchamber.com. Upon receipt of application, you will receive a phone call for credit card info.

For additional information, please call 361-983-2898 or email crawfish@portoconnorchamber.com

Signing this form indicates that you understand and agree to follow all vendor terms/condition/waiver stated on following page.

Vendor Signature

Date

VENDOR TERMS & CONDITIONS

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 \$100.00 each. The application accompanied by the full payment of rental fees constitute a non-refundable contract for the right to use the space.
- All applications must be postmarked by April 1, 2025. Any applications accepted thereafter, will incur 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 and must be kept within your paid perimeters.
- No additional vehicles/trailers/UTV's may be kept within the grounds.
- There will be no electricity available.
- The Port O'Connor Chamber is NOT responsible for any items left unattended.
- All vendors are responsible for 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.
- Vendor agrees to having logo/pictures from their social media shared to promote event attendance. Vendor also agrees to having event pictures shared on social media.
- Food vendors MUST follow Health Department rules/guidelines. 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 permit. Inspection must be completed before vendor may open for business.
- **No alcoholic beverages may be sold by vendors unless prior approval by the Port O'Connor Chamber and TABC.**

Set-up: Vendors will be allowed to check in & begin setting up **between 3-8 pm on Friday, April 26th, and 7-10 am on Saturday, April 26, 2025.** Vendors should check in at the Vendor Entrance on Park Ave. Gates will be locked at 8 pm on Friday, and there will be overnight security on Friday night. 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. Each vendor will receive 2 admission wristbands, and additional bands may be purchased.

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 6:00 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 by the vendor.

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. Failure to comply with any rules will result in failure to participate in future events.

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.