



MISSOURI CITY JUNETEENTH CELEBRATION VENDOR APPLICATION

DEAR FESTIVAL APPLICANT:

THE MISSOURI CITY JUNETEENTH CELEBRATION FOUNDATION INVITES YOU TO APPLY TO PARTICIPATE IN ITS 8TH ANNUAL "JUNETEENTH" CELEBRATION HELD THIS YEAR ON JUNE 14TH ~ 19TH, 2010 THROUGHOUT VARIOUS LOCATIONS WITHIN THE CITY OF MISSOURI CITY.

PLEASE FOLLOW ALL APPLICATION INSTRUCTIONS CAREFULLY AND NOTE THAT THE DEADLINE FOR SUBMITTING THE APPLICATION IS **FRIDAY, JUNE 11, 2010**. DUE TO LIMITED SPACE, APPLICATIONS RECEIVED AFTER THE DEADLINE OR THAT DO NOT MEET OUR REQUIREMENTS ARE SUBJECT TO REFUSAL. REFUNDS WILL BE MADE TO APPLICANTS NOT SELECTED.

THE FOLLOWING ITEMS MUST BE COMPLETED AND ENCLOSED FOR THE APPLICATION TO BE CONSIDERED:

- 1) COMPLETED APPLICATION FORM
- 2) BOOTH PAYMENT (SORRY, NO PERSONAL CHECKS).

INCOMPLETE FORMS WILL NOT BE ACCEPTED. FESTIVAL OFFICIALS RESERVE THE RIGHT TO SELECT OR REJECT VENDORS. **THE MISSOURI CITY JUNETEENTH CELEBRATION ENCOMPASSES SEVERAL OUTDOOR EVENTS TO INCLUDE A FESTIVAL & PARADE AND AS SUCH THERE ARE NO REFUNDS DUE TO INCLEMENT WEATHER.**

HEALTH/FOOD PERMIT (REQUIRED FOR ALL FOOD VENDORS) MUST BE OBTAINED BY **FRIDAY, JUNE 11, 2010**.

IF CHOSEN AS A VENDOR FOR THE FESTIVAL, YOU MUST BE AVAILABLE FOR FESTIVAL SET UP EITHER FRIDAY, JUNE 18TH (ALL DAY) OR SATURDAY, JUNE 19TH BETWEEN 8:00AM – 10:00AM WITH BREAKDOWN AT 11:30PM FOLLOWING THE CONCLUSION OF THE FESTIVAL.

MUST BE FILLED OUT COMPLETELY AND MAILED WITH FULL PAYMENT (MONEY ORDER OR CASHIER’S CHECKS ONLY!)

PAYABLE TO: **MCJCF**

P.O. BOX 1007 • MISSOURI CITY, TEXAS 77489

281.582.8181 (**YOUR CALL WILL BE RETURN**)

WE LOOK FORWARD TO RECEIVING YOUR APPLICATION AND THANK YOU FOR YOUR SUPPORT!

APPLICATION DATE:

Name				Name of Business			
Phone		Fax No.		Email			
Address			City		State		Zip

BOOTH PRICES: (Includes one (1) 10x10 Tent with 6’ Table and two chairs)

Food Booth	Non-Meat Food Booth		Food w/ Meat Item(s)	
	1-Day	Exclusive Item	1-Day	Exclusive Item
	\$250	\$500	\$300	\$600
List of Food Items:				
Arts & Crafts Booth	1-Day		Exclusive	
	\$250		\$500	
List of Merchandise Items:				
Marketing Booth	1-Day		Exclusive	
	\$400		\$600	
List of Marketing Items:				

SUMMARY OF FEES

Vendor space availability, Food items and Site selection is determined by order of payment:

BOOTH RENTAL FEE	\$ _____	<i>See booth prices above</i>
CITY VENDING FEE	\$ NA	
ELECTRICITY	\$ _____	<i>No Electricity Available</i>
PROPANE PERMIT FEE	\$ NA	
CLEANUP DEPOSIT	\$ _____	<i>\$100 - food / \$50 others</i>
LATE FEE <i>(within 14 days of Event)</i>	\$ _____	<i>\$100 - food / \$50 all others</i>
TOTAL DUE	\$ _____	<i>Cashiers Check/Money Order Only!</i>

1. ELECTRICITY (The following fees apply if vendor power source is unavailable): Vendors must provide their own gasoline-powered generator and own **(Min. 25-ft. heavy-duty extension cords if electricity is required to operate your booth.)**
 _____ Please check here if you will bring a generator
2. GENERATORS/STOVES (portable) that use charcoal, propane or butane may or may not be allowed in certain cities and if allowed, may require a permit. For permit information, or to arrange to have an electrical/propane hook up to your booth contact the Vendor Coordinator at (281) 582.8181 x2
3. AREA SIZE: 12'x12' - Vendors will be provided their own booths/tents. Vendor requests for oversized booths will pay for one extra booth space. Fee must be paid prior to event to avoid late fees.
4. FOOD VENDORS: Food booths are limited and applications are selected on a first-come/first-serve basis.
 - a) Types of food sold must be listed on the application and approved by EVENT Vendor Manager.
 - b) For “Exclusive” Product Display Opportunities: contact (281) 582.8181 x2
 - c) E-mail: vending@mocityjuneteenth.com
 - d) **You must purchase a health permit** and be aware that Health Codes may require flooring for your booth. The form can be found online at: www.missouricitytx.gov Under Services -> Forms -> Health Inspections -> Application for Temporary Health Permit
 - e) As per EVENT and/or City Ordinances, there will be no products in glass containers sold at the EVENT.
 - f) As per City Ordinances, all food vendors cooking with electric, charcoal, or gas, must have a fire extinguisher (Rated 2-A: 10-B: C or better) with current inspection sticker.
5. APPLIES TO ALL VENDORS: Vendors **May Not** sell alcoholic beverages of any kind, these rights are reserved for the MCJCF; if you are found selling these products, they will be confiscated pending further investigation. Any money paid will be forfeited and you will be removed from the EVENT grounds.

6. Sales Tax must be included on all items sold. It is your responsibility to collect and pay these Taxes.
 - a) Only items listed on **this vendor application**, and **approved by the EVENT** may be sold. Vendors caught breaching this contract will be removed.
 - b) Vendors shall display: a current occupational license or health permit with valid signature, a list of food products & prices, vendor's name and phone number. All licenses and permits shall be visible and clean.
7. DAY OF EVENT: **VENDORS ARE NOT** to set up or bring vehicles and merchandise onto the EVENT grounds until Fees are paid - **NO EXCEPTIONS**. Booth location is determined by payment order.
 - a) **VEHICLES:** To have truck access to the EVENT grounds, vendors may be on site as early as 7:30 AM. Failure to appear on time will cause DELAYS in setting up your booth. **No vehicles may park on grassy areas!** * Two (2) parking passes will be provided to each vendor. You MUST (NO EXCEPTIONS! NO EXTRA PASSES GIVEN!) have these passes posted in windshield of vehicle in order to gain access to festival grounds. These passes will be sent to you one-week prior to the event. * Vendors must park in designated vendor parking areas.
 - b) **WASTE DISPOSAL:** It is the sole responsibility of each vendor to keep his/her vending stall and their surrounding area clean. Vendors are required to bring their own garbage/receptacles and garbage bags. There will be no dumping of coals on the EVENT grounds. Food vendors are responsible for removing this waste from the EVENT grounds. Failure to abide by Waste Disposal Guidelines will forfeit their cleaning deposit and jeopardize their participation in future events.

HOLD HARMLESS AGREEMENT:

I/we have read and agree to abide by all provisions of the Vendor Contact. I hereby agree to indemnify and hold harmless the **Missouri City Juneteenth Celebration Foundation, Inc.** and any other entity involved in the production and staging of the MCJCF Festival for any injuries, loss, or for damage to individuals or property, resulting from my selling of products or as a result of my/our participation in the Block Party Event. In addition, I/we have read and agree to abide by all MCJCF Festival regulations stated in this packet, or risk removal from EVENT site.

Print Name: _____

Signature: _____

Date: _____, 201__