

# 12<sup>th</sup> Annual Sunset Valley Artfest 2018

## FOOD VENDOR Registration Form

April 28, 2018

9:00 am–4:00 pm Toney Burger Center



Take advantage of the Sunset Valley Holiday Inn Express if you need a place to stay during your festival planning and set up.

Make reservations online or call 512-891-9500.

### FOOD VENDOR Application Form

To apply for booth space, please complete this form and send to: Sunset Valley ArtFest, Sunset Valley City Hall, 3205 Jones Road, Sunset Valley, TX 78745 by **April 16, 2018**. **Each application must include the signed form, payment, and photo of food truck or set up if you are a new food vendor. You may also list a direct link to your website that shows the images for us to review photos of your trailer or set up and menu, but we still need this form and a check mailed or hand-delivered to the address above by the deadline along with any health permits.** Make checks payable to Sunset Valley ArtFest. Returning vendors need not re-submit images.

**Onsite guidelines:** One 11 x 11 booth space will be provided as a standard space but let us know if you need two or three for your trailer or food truck set up. Vendors are to provide their own tents, tables, and furnishings for their space as needed to set up and sell food and non-alcoholic drinks. All tents must have **a minimum of 120 lbs weight per tent if used** (no stakes are allowed into the pavement).

Example: a one gallon jug filled with water is 8lbs Example: one cinder block is 40lbs

**Vendors are not allowed into the show with less than the minimum amount of tent weight as it poses a hazard to others.**

Participant name:	Past Vendor or New Vendor (Circle One)
Business Name:	Past Vendors- For how many years? _____
Mailing address:	Sunset Valley Resident (Circle One)? Yes or No
Business phone:	Cell Phone:
Shirt Size:	TX Sales Tax Number: Sunset Valley Sales Tax is 8.25%
Email Address (PRINT LEGIBLY):	
Briefly describe your food (New vendors please include images of your food & menu – non returnable):	
Website Link:	
Length of Food Trailer/Mobile Food Truck:	

Booth Fee (Circle One): Food Vendor- \$60 - SFC Sunset Valley Farmers Mkt. Vendor-N/C - Sunset Valley Resident-N/C

#### **Vendors must provide the following for approval to participate with the Artfest:**

- **Electric cords and quiet generator, if needed. If using a generator, it must be quiet without emitting fumes and please mark that on your application.** Also note if you need electric hookups since that is very limited and can't be guaranteed.
- Mobile food trailer and any other permits are required from the health department in advance.
- Food Vendors must also sell waters and/or sodas at their space.

#### **I agree to the following:**

- Refunds are not available, this is a rain or shine event.
- Vendors are to provide their own booth/food trailer setup, and staff for the entirety of the show. ArtFest will not provide staff to sub for vendors in their booth or help with breaks.
- Vendors are to provide their own staff for set up and tear down.
- Vendors may need to park additional vehicles in the parking lot after the main food truck or setup is completed after loading and unloading only. Parking is provided in the Toney Burger parking lot.
- **Vendors must stay open during the entire show. Trucks/booths are to be set up by 8:00 am. NO VEHICLE ACCESS TO THE BOOTH SPACE AREA FOR SET UP AFTER 8:00 A.M SO PLAN ON ARRIVING EARLY. Tear down starts at 4:00 pm.**
- Vendors will not smoke in their tent/space or the immediate area of the main festival exhibits due to fire hazards.

I, the undersigned do hereby agree to indemnify the City, its officers, agents, and employees from any and all claims, losses, causes of action and damages, suits, and liability of every kind including all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or for damages or claims from any loss of property arising from or in connection with participation in the Sunset Valley ArtFest.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_