14th Annual Sunset Valley Artfest 2020
FOOD VENDOR Registration Form
April 25, 2020
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 and the attached form and send to: Sunset Valley ArtFest, Sunset Valley City Hall, 3205 Jones Road, Sunset Valley, TX 78745 by April 13, 2020. 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 permit information. Make checks payable to Sunset Valley ArtFest. Returning vendors need not re-submit images. All mobile food truck permits must be up-to-date and provide copy to us to verify this prior to the festival. Food application fee is $115 which includes your booth fee and temporary health permit for the one day. SVAF will provide temporary health permits for that day. The attached health form must be filled out and submitted to us with this application.

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.

<table>
<thead>
<tr>
<th>Participant name:</th>
<th>Past Vendor or New Vendor (Circle One)</th>
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<tbody>
<tr>
<td>Business Name:</td>
<td>Past Vendors- For how many years?</td>
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<tr>
<td>Full Mailing address:</td>
<td>Sunset Valley Resident (Circle One)?</td>
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<tr>
<td></td>
<td>Yes or No</td>
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<tr>
<td>Business phone:</td>
<td>Cell Phone:</td>
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<tr>
<td>Shirt Size:</td>
<td>TX Sales Tax Number:</td>
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<td></td>
<td>Sunset Valley Sales Tax is 8.25%</td>
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</tbody>
</table>

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- $115; SFC Sunset Valley Farmers Mkt. Vendor- (must talk with festival and farmers market in advance about appropriate health permits for the day).

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 trucks must have current permit to operate truck on festival site.
- Your own tents, tables, and furnishings for your 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. Vendors are not allowed into the show with less than the minimum amount of tent weight as it poses a hazard to others.
- 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 will need to park additional vehicles in the vendor parking lot after the main food truck or setup is completed after loading and unloading. 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 SPACES 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: ___________________________
Each individual booth operator is required to complete and submit the following form. Please PRINT and use additional sheets if necessary.

I, _______________________________ , am the operator of the temporary food service booth named: _______________________________.

Booth’s Name from Page 3

Temporary Event Name from Page 1 on this date, _______________________________, Date(s) of the Event

Type of food/beverages to be served: __________________________________________________________

The food will be obtained from the following approved sources (check all that apply):

☐ I operate from/own a permitted food facility (such as a restaurant).
Food Facility Name: ________________________________________________________________
Food Facility Address: ________________________________________________________________
Address City State Zip

☐ I will purchase food from a permitted food facility (such as a grocery store or restaurant) on the day of the event and bring the food directly to the event. I will maintain my receipts from the purchase on-site at the event for verification.

Food Facility Name: ________________________________________________________________
Facility Address: ________________________________________________________________
Address City State Zip

Phone Number: (__________)

I hereby certify that I have received the guidelines for temporary food service requirements provided by the Austin/Travis County Health and Human Services Department and, ___________________________________________

Print Name of Applicant

I understand that, as a condition of my operation at this event, I am responsible to insure that these guidelines are strictly adhered to at all times. I will conform to these guidelines and insure that all individuals involved in this operation conform to these guidelines. Failure to do so may result in the immediate suspension of my operation at this event and may result in a complaint being filed against me in the Municipal Court of the City of Austin for a violation of these guidelines and the Code of the City of Austin. I understand that such a complaint may result in a fine of up to $2,000 on conviction.

Signature: __________________________ Printed Name: __________________________

Today’s Date: ______________________ Phone Number: __________________________

Mailing Address: __________________________
Address City State Zip

Driver’s License Number & State: __________________________ Date of Birth: __________________________

Revised: 6/7/2016
www.SurveyMonkey.com/s/EHSDSurvey

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NO HOME-PREPARED FOODS ALLOWED