



FOOD VENDOR APPLICATION
Sounds of Summer – Navasota City Hall

Friday, June 14, 2024
Friday, July 19, 2024
Friday, August 9, 2024

7PM – 9:30PM

The City of Navasota invites you to participate in
our 2024 Sounds of Summer Concert Series!

Applications are due Friday, May 10, 2024

PLEASE READ ALL POLICIES, RULES AND INSTRUCTIONS

APPLICATION DEADLINE:
May 10, 2024

FOOD VENDOR APPLICATION

BOOTH COST:

\$25 per 10'x20'

EVENT VENDOR RULES/REGULATIONS:

Eligibility

- Must send a list of menu items you will be selling to be approved.
- Must send picture of food vendor booth setup to make sure that it meets event standards.
- Exhibitors shall sell only food and beverages listed and approved by City Staff.

Booth Space

- Food booths measure 10 feet deep by 20 feet wide. **Electricity is not provided.** Work and personal belongings, such as generators, tables, chairs, and boxes must be contained within assigned space.
- Food vendors are required to bring a canopy or approved setup (Ex: grilling trailer). *Tent sides are recommended if/when show is closed or delayed for weather and security reasons.* The canopy can be no larger than space approved.

Rules

- Pegs or nails cannot be driven into paved streets under any circumstances.
- We ask that all vendors bring a *quiet* generator for their booth.
- Exhibitors must clean up their space at the end of the show.
- Dispose of trash in or around booth area.
- Food vendors must be present during the complete event from 7PM to 9:30PM on Friday, June 14, July 19, and August 9, 2024.
- Any disrespect shown to event workers or other vendors will cause you to be disqualified from future events.

Selection/Notification

- All applicants will be chosen by City Staff.
- Exhibitors shall submit this application and money order for booth fees, payable to the City of Navasota, and a list of all menu items you wish to sell at the event.
- Entries will not be considered if they do not comply with the rules of the application.
- Entries will be considered solely on the merits of menu items listed and the pictures of the food vendor set up that are provided.
- One vendor will be accepted per food category to eliminate competition among vendors.
- Acceptance notification will be sent by email as applications are chosen and accepted. The booth fee and photos will be returned to applicants who are not accepted.

Entry Procedures

- Once application is approved, City Staff will contact you with further instructions on event times, instructions, and an event map with your booth location.
- **Send applications and fees to:**
ATTN: Marketing & Communications
P.O. Box 910
Navasota, TX
77868
Or email to: thughes@navasotatx.gov

**An accepted application is a commitment to show.
No booth refunds will be made once accepted, no exceptions.**

FOOD VENDOR APPLICATION FORM

Name _____

Name of business _____

Address _____

City _____ State _____ Zip _____

Phone # _____

E-mail _____

Sales Tax Permit # _____

Food price range: _____

List ALL products you will offer on your menu:
(only products listed are allowed to be displayed)

Please put the number of spaces you would like per event:
_____ 10'x20' (\$25 per space per event)

Preferred Date *(Please check all that you wish to/are available to participate in***)*:

June 14 _____ July 19 _____ August 9 _____

*****Selection of all 3 dates does not guarantee participation in all 3 events.
Vendors will be notified on the date(s) they are invited to participate, if selected.**

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED
(Must provide sales tax # or application will not be accepted)**

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The exhibitor/vendor, hereinafter referred to as the Vendor, shall defend and indemnify the City of Navasota, its agents and its employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the display and operations of the Vendor. The Vendor shall furthermore hold the City of Navasota harmless from all claims, damages, losses or expenses attributable to bodily injury, sickness, disease, or death or injury or destruction to tangible property, including loss resulting from, is caused to or is claimed to have been caused in whole or in part, by any product sold by the Vendor, its agents, employees or subcontractors regardless of whether or not such damage is caused to or is claimed to have been caused in part by a party indemnified hereunder. In any and all claims against the City of Navasota, its agents or employees, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Lessee or any subcontractor under worker's compensation acts.

Further, according to state and federal law, Vendor will (where applicable) have on hand current and valid tax certificate.

All vendor items/products must be legal. Counterfeit items are prohibited.

It is the sole responsibility of the Vendor to collect and report sales tax generated at the event.

Vendor is not permitted to sell, assign, or sublet vendor booth.

The Vendor will be asked to leave the event, without refund, if found to be in violation of the above terms.

By signing this application, the applicant acknowledges reading all Policies and Rules and agrees to abide by all rules set forth in the application.

Vendor Signature: _____

Date: _____