

FOOD VENDOR APPLICATION

Tax ID Number: _____

Festival: _____

Name: _____

Phone Number (Required): _____

Email Address (Required): _____

Food Items:

Application Process:

- Complete application form and submit it through www.edinburgarts.com website or in person at the Dustin M. Sekula Memorial Library.
- If accepted, you will receive an email/phone call notifying you of acceptance to participate.
- After receiving email/phone call, (if applicable) you must submit a non-refundable fee to the City of Edinburg Library & Cultural Arts Department at the Dustin Sekula Memorial Library.
- City of Edinburg Library & Cultural Arts decisions are final. City of Edinburg Library & Cultural Arts reserves the right to refuse any vendor application for any reason in its sole discretion.

To the maximum extent allowed by law, the undersigned does hereby indemnify, defend and hold harmless the City of Edinburg and their elected and/or appointed officers, officials, agents, employees, volunteers and subcontractors (the “City”) from and against any and all causes of action, claims, liabilities, obligations, judgments, losses or damages, including reasonable attorneys’ fees and cost of litigation (“claims”) arising out of, or in connection with, the participation of the undersigned in the City of Edinburg Events; excepting only loss, injury, damage or cost that arise out of the intentional wrongful acts, violations of law, or the sole active negligence of any of the above named entities.

Further, the undersigned agrees to limit the City’s liability arising from City’s acts, errors, or omissions such that the total liability of City shall not exceed the total fees paid by the undersigned to the City in connection with the City of Edinburg Events. The undersigned agrees that City will not be liable for any indirect, incidental, special, or consequential punitive or multiple damages, including without limitation any damages resulting from loss of use, loss of business, loss of revenue, loss of profits, arising in connection with this Application, the participation of the undersigned in the City of Edinburg Events, or of any other obligations relating to this Agreement, even if City has been advised of the possibility of such damages. The foregoing limitation of liability shall apply to the maximum extent allowed by law for limitation of City’s liability, regardless of the cause of action under which such damages are sought.

- **By signing, you agree to the City of Edinburg’s Guidelines & grant permission to use your submitted images for promotional purposes.**

Signature: _____

Date: _____

GUIDELINES

All food vending booths require temporary health permits. For information on obtaining a permit contact the City Health Department at 956-388-1839

Every food booth requires the following: one (1) certified food handler, food permits must always be clearly visible, food vendors must have a fire extinguisher present while using open flame.

City food handler ID tag is required if you work inside City limits and work for a food establishment.

All food products must be from an approved source. No home grown produce. No home baked goods.

Food Preparation should be done on site; home preparation is **NOT** allowed.

Food vendor will only be permitted to sell **three (3)** items. No two food vendors may sell the same items.

Food Vendors must provide their own tent, tables, and chairs.

Please prevent unsightly spills by covering the floor with cardboard and then dispose of it properly.

For additional information contact: Soledad Núñez at 956-383-6246 or email snunez@edinburglibrary.us

Fee:

- \$100.00 per event, per 10x10 booth space.
- No Temporary Checks.
- Please make checks payable to: **City of Edinburg**. Payment must be received one week prior to event.
- No refunds only credits provided when event is canceled by the City due to inclement weather. In case of severe weather/rain out credit may be issued at the discretion of the City.

Loading/Unloading:

Once the location of the festival is given, instructions will follow as to loading/unloading and parking at event site.

Please unload and then park in available parking spaces.

Disposal of Food & Trash:

Double-bag food according to Health Codes. Trash should be placed in receptacle; boxes should be broken down. No dumping in sewers except for water and ice.

Facilities:

Outdoor event at the various City of Edinburg locations for Festivals, rented space provided is 10ft x10ft space.

Vendor may provide own tent, tables, and chairs.

Set Up:

Vendors must finish set up 30 minutes before the start of the event.

- Set up time will be given upon receipt of payment. Permission to begin set up is not allowed until authorized personnel approval is given. *no early breakdown is permitted*.
- Only 1 vendor per space.

Display Guidelines:

Vendors may only hang signs, banners and other displays within their allotted booth space. The area immediately in front of and around booths must also be kept clear of obstruction.

- Please be safety-conscious. Cords, ropes, wires and other objects people may trip on, should be kept covered or safely out of traffic.
- Low hanging objects should be clearly visible and carefully placed to avoid injury.
- Sharp corners and rough edges should be covered or protected. We reserve the right to remove items that we believe are not safe or detract from the event.

Code of Conduct:

Vendors are expected to be courteous. Please interact respectfully and thoughtfully with all attendees and other vendors. Vendors who violate the code of conduct may be asked to leave without ompensation. In addition, your vending privileges will be null, and void and you will be excluded from vending at future events.

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Initial _____

