

Dia Del Grito

September 17th, 2022

Vendor Form

RULES AND REGULATIONS

BOOTH INFORMATION:

Andrews Hispanic Heritage Committee (AHHHC) members has worked hard to make sure that each vendor has ample space and that booth layout is as fair as possible. As a courtesy to all vendors, changes to booth space and/or layout will not be allowed on the day of the event and rules will apply to EVERYONE.

Sign up for booths are based on a first come, first serve basis – payment **MUST** be made at time of reservation. AHHHC members will determine booth location – no requests will be taken, you may **NOT** relocate your booth. All vendors must provide their own electricity. No electrical units will be allowed to be used from any location on site.

- **Set up begins at 6:00 pm. Vendors MUST be prepared to sell by 8:00 pm.** *Please Note: Our committee will be busy working the event and **will not** be available to help setup your booth or transport your merchandise. Please arrange to have enough help to setup in a timely matter.*
- **Vendors must have vehicles unloaded and moved to vendor parking area - away from booth area by 7:30 pm.**
 - Vehicles will NOT be allowed to be parked in the Fire Lane at anytime...
NO EXCEPTIONS!
- **Tables and chairs are NOT provided.** You must provide your own for your booth area.
- **Entertainment will be provided by the AHHHC - no personal music allowed.**
- **All booths are 10x10. Entire booth must fit within this space – if your booth does not fit within this space, you WILL be asked to condense your booth – no exceptions.**
 - If you plan to have a generator, you must let us know so that you can be placed accordingly – if you have not made prior arrangements to have a generator, you will NOT be allowed to use one.
 - If you are a food truck
 - You **MUST** have a Metal Container to place your ashes in - you will **NOT** be allowed to empty them in City dumpsters.
 - It is your responsibility to barricade your pit so no one gets hurt by touching it or leaning against it – if someone is burned, you are liable – not the Chamber or AHHHC.

VENDOR RESPONSIBILITIES:

- **Vendors are responsible for transactions at their booths**
 - Texas Sales & Use Tax Permit is required
 - Bring plenty of change – AHHC members will not be able to provide change for your booth.
- **Booth area must be kept neat and clean at all times**
 - You are responsible for trash generated from your booth and/or by your customers (in your immediate area).
 - Dispose of trash/litter generated from setup (empty boxes, plastic wrap, food containers, etc.) IN DUMPSTERS on premises *PRIOR to event start*.
 - The trashcans provided are for *event attendees* - please help us control litter by keeping those around your booth emptied.
 - Replace trashcan liners (provided) - **DO NOT** put trash into trashcans without properly inserting liners.
 - ALL vendors are responsible for cleaning up their area when closing down.
- **Food/Mobile Vendors**
 - Mobile vendors must have current Health Department Permit.
 - The Health Department requires food vendors to wear gloves when handling food, hair nets or pulled back or in a cap, no jewelry must have a wash bin, bleach, hand sanitizer and meat thermometer available.
 - You must have a Special K fire extinguisher if handling grease in your food truck.
 - Food vendors must take used grease with them - DO NOT pour it on the dirt. **DO NOT** throw it in the trash/dumpster. Used grease should be disposed of properly.

Any questions or suggestions, please contact
Andrews Hispanic Heritage Committee / Andrews Chamber at (432) 523-2695
Thank you for your cooperation!

NOTE!! The following items will NOT be allowed: toys that propel objects, items that promote drug or alcohol use, water balloons, silly string, confetti eggs and/or any products which may cause harm or create a big mess. Vendors caught selling these items will be closed down and no refund will be issued.

Vendors selling products or items that draw complaints from the attending crowd, will be asked to put those products/items away and to stop selling them immediately.

Any questionable items will be juried by AHHC - decisions of the staff will be final. If you are unsure about certain products, call the AHHC with your questions before September NO political booths allowed.

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You may begin setting up your booth at 6:00 pm at

NW 1st St. Between Ave B and Ave A

You MUST be set up by 8:00pm

NO Refunds, No Exceptions!!

Booth Price: \$35 (10X10)

Food Trucks (on street) 12x12 (including tongue) \$35

12X20 \$50

Any additional space will require a \$35 fee

PLEASE NOTE **There will be no attractions or events inside the building!!

NO ELECTRICITY PROVIDED

Organization

Name: _____

Contact Person: _____

Address: _____

Phone & E-mail: _____

Food Vendor _____ **Trailer size** _____ **Canopy** _____ **BBQ Pit** _____

Merchandise Vendor _____ **Trailer size** _____ **Canopy** _____

Number of booths _____

Items to be sold: _____

No water balloons, silly string, confetti eggs or any product that may cause harm or a big mess allowed. No garage sale type items - NO EXCEPTIONS! Any vendor caught selling these items will be closed and no refund will be given. Chamber reserves the right to review all booths for compliance with stated rules.

I have read the rules and regulation stipulated for the AHHC Event Dia Del Grito

I fully understand and agree to abide to them

Make Checks payable to:

Andrews Chamber of Commerce

700 West Broadway ~ Andrews, Texas 79714

Payment Information

Check _____ Cash _____ : _____ Card: _____

Signature _____ Date _____