



FOOD VENDOR

Vendor Information & Guidelines

2021 Old Fashioned 4th of July Celebration

PLEASE READ ALL THE FOLLOWING INFORMATION CAREFULLY BEFORE APPLYING.

- The festival will be located in Downtown Granbury, TX. The Old Fashioned 4th of July Celebration is an outdoor festival and will proceed rain or shine during the following days/times:
 - **July 2nd: 4 pm – 8 pm**
 - **July 3rd: 11 am – 6 pm**
 - **July 4th: 11 am – 4 pm**

***Please note: Times are still tentative. Final times will be announced closer to the event date.**

- Due to limited spaces, early applications are encouraged! The Food Vendor Application details the booth size, cost, deadlines & other important information.
- We reserve the right to limit the number and type of food items that you may sell.

A CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL FOOD VENDORS. NO EXEPTIONS!

HEALTH DEPARTMENT AND FIRE MARSHAL RULES

- Vendors must adhere to all rules and regulations of the Health Department and Fire Marshall. All food vendors will be inspected prior to selling products and are responsible for paying appropriate fees to them.
- Electric cords must be covered at the booth and across the walkway behind the booth.

VENDOR REFUND POLICY

- A completed application is your commitment to show. **No refunds will be made for cancellations or removal for cause.** Vendors will be notified of the received application AND acceptance of application via email.

VENDOR EXPECTATIONS & RULES

- If you use a trailer as your food booth, please include a photo of the trailer that shows the sale window in relation to the trailer tongue. This will help festival personnel with the load in and set up process.
- RETURNING VENDOR APPLICANTS: **Please note that if your application AND payment is not received before March 31st, your vendor space from the previous year will not be held for you.**
- NEW VENDOR APPLICANTS: Please submit 2-5 photos of your booth setup and items with the application
- Vendors must comply with their specific, assigned load-in time. Early or late arrival is not permitted.
- Electricity for vendors is on a first-come, first-served basis. Vendors are responsible for their own extension cords and power strips. Cords must be taped down. We do not guarantee electricity to all booths.
- Food vendors can sell soft (non-alcoholic) drinks from their booth. Ice will be available to purchase on the square.
- No hay, grass or other vegetation is allowed in the booth areas.

- Security will be provided Thursday and Friday from 9 pm until the next morning.
- Vendors are responsible for booth setup. The festival will not provide tents, tables, or chairs.
- All tents must be firmly secured in case of wind. The festival takes place on a paved surface which prohibits the anchoring any supports to the ground. A system such as buckets filled with concrete may be used. You are prohibited from driving any nails or stakes into the pavement to anchor your tent.
- Vendors are responsible for the protection of their food and their food preparation items from rain.
- If you sell items that you have not been approved to sell you will be warned one (1) time only. The second time you will be asked to stop all sales and close your booth, with a forfeit of your space fee and deposit, and you will be banned from the festival the following year.
- Prices of all items for sale must be clearly displayed.
- Booths **MUST** stay open during the festival hours and be ready for business at least one hour prior to festival start time. Set up instructions will be sent out in mid-June. Festival personnel will be available to direct you to your assigned space for unloading and to assist you with any questions.
- No vehicles will be allowed in the festival area later than one hour prior to festival start time or one-half hour after festival closing time.

VENDOR LOAD-IN PROCEDURES

- Your booth assignment and your load in time will be sent to you prior to the event. It is important that you let us know how long you need to unload so that we can give you the appropriate load in time.
- If you will have a trailer attached to your vehicle, it is **REQUIRED** that you let us know the type and total length of the vehicle and trailer to help us with load-in.
- No vehicles will be allowed in the festival area later than ½ hour prior to the starting time.
- Vendor may request booth spaces, but the Granbury Chamber of Commerce has the final say on assignment. **No last minute “booth swaps” will be allowed.**

VENDOR LOAD-OUT

- Vendors shall remain open until the official end of the Festival. No vehicles shall be allowed in the festival area until after closing of the festival as this creates a huge safety concern to attendees & fellow vendors. If vendor vehicles enter the festival footprint before the close of the festival, you **WILL** be banned from the festival for one (1) year.

DISCLAIMER OF DAMAGE OR INJURY

- The Granbury Chamber of Commerce Old Fashioned 4th of July Celebration cannot be held liable for loss or damage to food items or injury to anyone participating in the event. A Certificate of Insurance is required for all food vendors. Vendors will be required to sign the Release and Acknowledgement form before participating (attached).

VENDOR PARKING

- Vendor parking information will be sent with the set-up instructions in June.
- Parking for vendors is available near the festival footprint within a short walk.
- Vendor vehicles will be allowed in show area during set unloading times prior to the show and set loading times after the show. No vehicles allowed during open or closed hours. **Vendor parking is available just north of the square.** No one is allowed to drive over the curb to get into the square. **No parking on Bridge or Crockett Street at any time.**

CLEAN-UP/DISPOSAL REQUIREMENTS

- Each vendor is responsible to clean up their booth space after the show. All trash, tape, etc. must be removed. Failure to do so will result in a \$50 fine. Food vendors cannot dump waste, grease, etc. in streets or in storm drains. Doing so will result in fines and banishment from future events. All trash must be emptied in provided trash receptacles and dumpsters.

OTHER INFORMATION

- 2020 is the 46th annual event featuring live music, arts & craft vendors, food vendors, nonprofits, and fireworks.
- Entertainment will be provided by local and regional performers including bands and individuals. The events will also include a parade, fireworks show, rodeo, 5k run, and more. All entertainment schedules will be posted on our website by early June.

SIGNED RELEASE AND VENDOR APPLICATION

All vendors will be required to sign the Artist Release and Acknowledgement Form as part of the application process.

By signing your applicable vendor application form, you are agreeing to ALL the above stated rules, guidelines & expectations of the Granbury Chamber's Old Fashioned 4th of July Celebration and as a vendor. If you violate any of the above states rules or guidelines or create any misconduct, you may be asked to leave and may be barred from the festival for at least one (1) year.

For additional info, contact us at: rachael@granburychamber.com or www.granburychamber.com. Thank you for your interest in Granbury's Old Fashioned 4th of July Celebration.