

*Please adhere to the following Vendor Rules and Regulations
Must be signed and dated and attached to vendor application.*

JDS GIVE BACK FESTIVAL VENDOR RULES AND REGULATIONS

Festival Hours and Dates

Our JDS Give Back Festival will be held from Friday, March 15th from 5:00 p.m. to 11:30 p.m. and Saturday, March 16th from 5:00 p.m. to 12:00 a.m. Festival will be held **rain or shine – no rain date and absolutely no refunds after your application is accepted!**

Site Logistics

- Vendor spaces are 10ft X 15ft and will be assigned by JDS Give Back Festival Staff.
- Vendors are responsible for set-up and clean up. Set-up begins at 9:00 a.m.; all vendors must be checked in and set-up no later than 4:00 pm. All trailered displays or concession must be set up by 3:00 p.m.
- **(All vehicles must be moved off site by 4:00 p.m.!)**. There are assigned vendor parking areas, vendors must park in the designated areas.
- **Vendors must remain on site for the entire Festival (5:00 p.m. – 12:00 p.m.)**.
- Vendors must supply their own equipment (examples: tent, chairs, tables, etc.).

ALL TENTS MUST BE WEIGHTED DOWN!! Tents must be weighted down with 40 lbs. of weight on each leg. This is the responsibility of the vendor. Any tent that is not properly weighted down by 12:00 p.m. will be asked to resolve the issue before being able to continue the festival; otherwise, you will be forced to take down your tent for the duration of the festival.

This is a **SAFETY** issue. You may not tie your tent to another vendor for this is not safe.

- Vendors are responsible for keeping their space attractive during festival hours and **for cleaning up their space after the festival closes including removal of garbage and sweeping up all debris**. Vendors whose products generate waste must provide covered trash containers for customer use and **remove trash from site – No onsite garbage**.
- Vendors must provide appropriate containers for water and follow all health code regulations when handling produce and prepared foods.
- **ALL FOOD VENDORS MUST HAVE A FOOD PERMIT FROM THE CITY OF CLUTE**
- **Contact the City of Clute at 979.265.2541 or online www.clutetexas.gov.**
- Access to public water or electricity is not guaranteed.

Insurance, Licensing and Permits Guidelines

- All food and food products offered for sale shall be from sources approved or considered satisfactory by the City of Clute.
- All food and products offered for sale at the festival must be made by the vendor, or by the person(s) listed on the vendor application.
- JDS Give Back Festival has final approval of sale items. Vendors will be notified if it is determined that specific items will not be allowed for sale at the festival.
- JDS Give Back Festival has the right to terminate vendor participation at its sole discretion. No refunds will be given in the event of termination.

The receipt of an application is not a contract between the vendor and the JDS Give Back Festival. It does not guarantee your participation.

Upon acceptance to the festival a finalized product list must be supplied to JDS Give Back Festival, after which point all changes must be approved by the JDS Give Back Festival. It is against Festival policy to supplement your products with any that are produced by others not listed on your vendor application. If you falsify your vendor application your right to participate may be revoked.

Compliance with Government Regulations, Food Samples/Vendors, and Organic Certification

- Vendors are responsible for complying with the state and local health department and licensing regulations governing the production and sale of their products. If applicable, vendors are responsible for reporting and collecting all sales tax. Vendors must have all required permits and/or licenses prior to the start of Festival Day. Examples include plant/nursery licenses and licensed kitchens for processed foods. Vendors of certified organically grown produce must have a copy of current organic certification. Vendors who fail to comply with applicable state, federal and local regulations may be subject to removal from the festival and forfeiture of booth space rental fees.

Vendor signature _____ **Date** _____