



MISSOURI CITY JUNETEENTH CELEBRATION VENDOR APPLICATION

DEAR APPLICANT:

THE MISSOURI CITY JUNETEENTH CELEBRATION FOUNDATION INVITES YOU TO APPLY TO PARTICIPATE IN ITS ANNUAL “JUNETEENTH” CELEBRATION HELD THROUGHOUT VARIOUS LOCATIONS WITHIN THE CITY OF MISSOURI CITY.

PLEASE FOLLOW ALL APPLICATION INSTRUCTIONS CAREFULLY AND NOTE THAT THE DEADLINE FOR SUBMITTING THE APPLICATION IS **JUNE 1ST**.

APPLICATIONS RECEIVED AFTER THE DEADLINE IS SUBJECT TO REFUSAL.

The following items must be completed for the application review:

- 1) COMPLETED APPLICATION FORM
- 2) BOOTH PAYMENT (SORRY, NO PERSONAL CHECKS).

INCOMPLETE FORMS WILL NOT BE ACCEPTED. MCJCF OFFICIALS RESERVE ALL RIGHTS OF SELECTION TO ENSURE EQUAL RETAIL OPPORTUNITIES AND MAINTAIN A PROPER MIX OF VENDORS ON-SITE AT EACH EVENT.

THE MISSOURI CITY JUNETEENTH CELEBRATION ENCOMPASSES SEVERAL OUTDOOR EVENTS AND AS SUCH THERE ARE NO REFUNDS DUE TO INCLEMENT WEATHER, SHOULD IT BE THE CASE.

IF SELECTED AS A VENDING PARTICIPANT, YOU MUST BE AVAILABLE FOR SET UP ON EITHER THE DAY BEFORE YOUR SCHEDULED PARTICIPATION DATE (ALL DAY) OR BETWEEN 7:00AM – 9:00AM ON THE MORNING OF THE EVENT DATE WITH BREAKDOWN IMMEDIATELY FOLLOWING THE CONCLUSION OF THE EVENT.

**Missouri City Juneteenth Celebration Foundation
Vendor Application**



APPLICATION

Name		Name of Business			
Phone		Fax No.		Email	
Address		City		State	Zip

COMMUNITY RELATED ORGANIZATIONS	RETAIL		MARKETING	
	2-Day	Exclusive Item	2-Day	Exclusive Item
	\$250	\$500	\$300	\$600
List Product/Services				
FAMILY FUN DAY IN THE PARK & JUNETEENTH PARADE/BATTLE OF THE BANDS COMBO PACKAGE	2-Day		Exclusive	
	\$450		\$600	
List Marketing/Food Items:				
COMMUNITY SERVICE AWARDS GALA	1-Day		Exclusive	
	\$200		\$400	
List Marketing/Merchandise Items:				
SCHOLARSHIP GOLF TOURNAMENT	1-Day		Exclusive	
	\$250		\$500	
List Marketing/Merchandise Items:				

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SUMMARY OF FEES

BOOTH PRICES: (Includes one [1] 10 X 10 Area, suitable for a 6' table and two chairs)

Vendor space availability, Food items and Site selection is determined by order of payment:

BOOTH RENTAL FEE \$ _____ BOOTH RENTAL FEE \$ _____
ELECTRICITY \$ _____ PROPANE PERMIT FEE \$ NA
CLEANUP DEPOSIT \$ _____

Indicate the appropriate booth pricing Indicate the appropriate booth pricing No Electricity Available

\$100 - food / \$50 others (Separate Check)

TOTAL DUE \$ _____

Cashier's Check/Money Order Only!

- 1. ELECTRICITY (The following fees apply if vendor power source is unavailable): Vendors must provide their own gasoline-powered generator and own (Min. 25-ft. heavy-duty extension cords if electricity is required to operate your booth.) _____ Please check here if you will bring a generator
2. GENERATORS/STOVES (portable) that use charcoal, propane or butane may or may not be allowed in certain cities and if allowed, may require a permit. For permit information, or to arrange to have an electrical/propane hook up to your booth contact the Vendor Coordinator at (281) 816.6441.
3. AREA SIZE: 10'x10' - Vendors will be provided with their own booths/tents. Vendor requests for oversized booths will pay for one extra booth space. Fee must be paid prior to event to avoid late fees.
4. FOOD VENDORS: Food booths are limited, and applications are selected on a first-come/first-serve basis.
a) Types of food sold must be listed on the application and approved by EVENT Vendor Manager.
b) For "Exclusive" Product Display Opportunities: contact (281) 816.6441 c) E-mail: vending@MCJCF.com

- d) **You must purchase a health permit** and be aware that Health Codes may require flooring for your booth. The form can be found online at: www.missouricitytx.gov Under Services -> Forms -> Health Inspections -> Application for Temporary Health Permit
 - e) As per EVENT and/or City Ordinances, there will be no products in glass containers sold at the EVENT.
 - f) As per City Ordinances, all food vendors cooking with electric, charcoal, or gas, must have a fire extinguisher (Rated 2-A: 10-B: C or better) with current inspection sticker.
5. **APPLIES TO ALL VENDORS:** Vendors **May Not** sell alcoholic beverages of any kind, these rights are reserved options for the MCJCF; if you are found selling these products, they will be confiscated pending further investigation. Any money paid will be forfeited and you will be removed from the EVENT grounds immediately.
6. Sales Tax must be included on all items sold. It is your responsibility to collect and pay these Taxes.
- a) Only items listed on **this vendor application**, and **approved by the MCJCF** may be sold. Vendors caught breaching this contract will be removed.
 - b) Vendors shall display: a current occupational license or health permit with valid signature, a list of food products & prices, vendor's name and phone number. All licenses and permits shall be visible and clean.
7. **DAY OF EVENT: VENDORS ARE NOT** to set up or bring vehicles and merchandise onto the EVENT grounds until Fees are paid - **NO EXCEPTIONS.** Booth location is determined by payment order.
- a) **VEHICLES:** To have truck access to the EVENT grounds, vendors may be on site as early as 7:00 AM. Failure to appear on time will cause DELAYS in setting up your booth. **No vehicles may park on grassy areas!** Two (2) parking passes will be provided to each vendor. You **MUST (NO EXCEPTIONS! NO EXTRA PASSES GIVEN!)** have these passes posted in windshield of vehicle in order to gain access to festival grounds. These passes will be sent to you one-week prior to the event. * Vendors must park in designated vendor parking areas.
 - b) **WASTE DISPOSAL:** It is the sole responsibility of each vendor to keep his/her vending stall and their surrounding area clean. Vendors are required to bring their own garbage/receptacles and garbage bags. There will be no dumping of coals on the EVENT grounds. Food vendors are responsible for removing this waste from the EVENT grounds. Failure to abide by Waste Disposal Guidelines will forfeit their cleaning deposit and jeopardize their participation in future events.

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APPLICATION MUST BE FILLED OUT COMPLETELY AND MAILED WITH FULL PAYMENT AS INSTRUCTED

PAYABLE TO: **MCJCF** (*MONEY ORDER OR CASHIER'S CHECKS ONLY!*)
P.O. BOX 1007 | MISSOURI CITY, TEXAS 77489
(281) 505-5009 ext. 700

WE LOOK FORWARD TO RECEIVING YOUR APPLICATION AND THANK YOU FOR YOUR SUPPORT!

HOLD HARMLESS AGREEMENT:

I/We have read and agree to abide by all provisions of the Vendor Contact.

I/We hereby agree to indemnify and hold harmless the **Missouri City Juneteenth Celebration Foundation, Inc.**, the **City of Missouri City** and any other entity involved in the production of the MCJCF Juneteenth Celebration for any injuries, loss, or for damage to individuals or property, resulting from my selling of products or as a result of my/our participation in the MCJCF Juneteenth Celebration Event.

I/We have read and agree to abide by all MCJCF Festival regulations stated in this packet, or risk removal from EVENT site.

Print Name: _____

Signature: _____

Date: _____ **202**

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