

2019 LATINO HERITAGE FESTIVAL

EVENT VENDOR APPLICATION

Health Inspector Approval: _____ Recreation Administrator Approval: _____
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Submit payment online at www.desototexas.gov/register

Saturday, September 7, 2019, 6:00 p.m. – 10:00 p.m.
DeSoto Amphitheater
211 E. Pleasant Run Rd. DeSoto, TX, 75115

Contact: Deneen Anderson, Special Events Manager | Email: deneen.anderson@desototexas.gov | Office (972) 230-7310

IMPORTANT POINTS

Food Vendor Booth Space Only (10' x 10') \$150.00
Craft Booth Space Only (10' x 10') \$100.00
Information Booth Space Only (10' x 10') \$50.00

Vendor Setup By: 3:00 p.m.
Applications will be taken on a first come, first serve basis

ALL food vendors must obtain a food permit BEFORE submitting an application or vendor fee.

EVENT LOGISTICS

- THE DESOTO PARKS & RECREATION DEPARTMENT WILL NOT PROVIDE VENDORS WITH TENTS, TABLES, CHAIRS, CHANGE, OR ANY OTHER ITEMS.
- IT IS MANDATORY THAT YOU BRING ENOUGH WEIGHTS TO SECURE YOUR TENT(S)- NO STAKES ARE ALLOWED
- THE DESOTO AMPHITHEATER DOES NOT HAVE ELECTRICAL OR WATER SUPPLY CAPABILITY.

VENDORS MUST MAKE THEIR OWN ARRANGEMENTS FOR ELECTRICITY & WATER!

VENDOR CONTACT INFORMATION

PLEASE PRINT CLEARLY AND LEGIBLY All information must be filled in completely.
 Booth rental fee **MUST** accompany application.
 Applications will **NOT** be accepted by fax or over the phone.

Vendor Business Name:	Contact Name:
Address:	
City:	State & Zip:
Phone:	Email:
Cell:	New or returning vendor:
Emergency Contact:	

PRODUCTS & DISPLAY

Please describe your products and display below. This will assist us in making sure there is not an overwhelming presence of the same product & ensure standard, competitive pricing. Limited vendors will be allowed to see the same main food items.
 Minimum of three main food items per vendor
 The list of products and/or services you plan to sell must be specific. If available, please attach a menu of services.

Please include the size of your Booth or Food Trailer: _____ ft. X _____ ft.

It is understood that the City of DeSoto merely arranged for the participation of the undersigned organization at the 2019 Latino Heritage Festival event. The undersigned organization does hereby release the City of DeSoto from any claim, action, demand, or liability arising out of any conduct of any nature of the City of DeSoto or its employees. The undersigned organization understands that **no refunds will be granted due to inclement weather, natural disaster, or cancellation after August 10, 2019.** All requests for refunds must be made in writing. **2019 Heritage Festival committee reserves the right to decline any organization deemed unsuitable for the event. All vendors MUST be preapproved by Health Inspector PRIOR to submitting payment. Vendor payment is required within 48 hours after Health Inspection approval.**

 Organization Contact Signature Date