

For Office Use:
 Booth(s) _____
 Electric: _____
 Water _____



For Office Use:
 Paid \$ _____
 Cash _____
 Check _____
 Credit _____
 Date _____

Pioneer Days Festival

A Pittsburg-Camp County Chamber of Commerce Event

September 20-21, 2024

Booth Rental/Vendor Rules & Guidelines Contract

Please Print

Booth/Business Name: _____ Contact Name: _____

Address: _____

City/State/Zip: _____

Primary Phone: _____ Tax ID # (if applicable): _____

Email: _____

Booth Category: Food: _____ Art/Crafts: _____ Non-profit: _____ Other: _____

Items for Sale:

List the items, food or type of entertainment you will be offering:

Booth Space

Please indicate the number of booths you will require. Vendor booths are 10' wide by 12' deep. Food truck booths and vendors are 12' wide x 14' deep. If your booth exceeds these dimensions, you will be required to purchase an additional space to accommodate your booth. *** Friday Night is for FOOD VENDORS ONLY * Set up at 4:00. Event Fri 6pm-11pm**

_____ 10 x12 Booth Space – 8:00 a.m. to 4:00 p.m.

_____ Food vendor – 12 x14 Booth Space – 8:00 a.m. to 4:00 p.m.

Electricity

Please indicate how many (in numbers) of the following types of electrical outlets you will require:

110 (30 amp) _____ 110 (20 amp) _____ 220 (30 amp) _____ 220 (50 amp) _____ 220 (60 amp) _____

Water

Please indicate whether you will need a water hookup: Yes _____ No _____

FRIDAY LATINO NIGHT YES _____ NO _____

FEE: \$250

SATURDAY & STREET DANCE YES _____ NO _____

FEE: \$250

Fee Schedule: All fees must be paid by Friday, September 6, 2024

12 x 14 Booth Space	Friday Night Commercial Food/Drink	\$250**
12 x 14 Booth Space	Saturday Commercial Food	\$250
10 x 12 Booth Space	Friday Night & Saturday Commercial Food/Drink	\$450
10 x 12 Booth Space	Regular Arts, Crafts & Novelty	\$100
10 x 12 Booth Space	Non-Profit/Church Organization	\$75*

* There will be a limited number of non-profits admitted. Non-Profits who are Chamber Members have first preference.

** May have to move to another spot for Saturday Pioneer Days

Additional Booth Fees:

Water Usage - \$20 for each spot. Electricity Usage - \$20 per outlet.

Vendor Rules:

- Please be aware that Wi-Fi is not provided at the festival. If you plan to make credit card transactions, be aware that you must provide your own internet connection.
- Any vendors who have not paid their fee by opening day will not be admitted. No setup before 4:00 PM on Friday.
- No vehicles will be able to enter the event/food area after 8:00 a.m.
- No vendors can leave the event area before 4:00 p.m. on Saturday.
- All vendors must provide their own canopies, tables, chairs and canopy weights. All canopies must be weighed down.
- All **FOOD VENDORS** must bring their own trash can and trash bags to keep in their cooking/food area.
- All **FOOD VENDORS** must have signage at their booth to include the name of the business/food type and a menu and price list that can be viewed from a distance.
- If you applied for water usage, please remember to **bring at least 200 feet of water hose.**
- Wastewater must be in holding tanks for all food vendors. This will be strictly enforced.
- If you applied to have electricity with your booth, please remember to bring at least **200 feet of heavy-duty electrical cords and be prepared to tape them down.**
- All vendors are responsible for cleaning their area at the end of the day, returning the space to its original condition.
- **DO NOT DUMP GREASE ON THE GROUND.**
- Inappropriate or offensive signage, materials or merchandise is not permitted. If an item is deemed inappropriate, the Pioneer Days committee reserves the right to ask that it be removed from the booth.
- **Vendors are NOT able to sub-lease their space.**
- The event reserves the right to reject any application for vendor space or any item listed on a vendor application which is deemed unsafe or inappropriate for family viewing. The event reserves the right to inspect booths at any time during the festival to ensure compliance.
- **VENDOR FEES ARE NON-REFUNDABLE.**
- **DO NOT PARK IN THE POST OFFICE PARKING LOT OR THE PILGRIM BANK PARKING LOT. CARS WILL BE TOWED AWAY**
- **The Chamber does not carry liability insurance for vendors. If you would like a special event coverage policy, you may purchase a one day policy at your own expense. Initial: _____**

Release of Liability:

The Pittsburg-Camp County Chamber of Commerce, City of Pittsburg or anyone associated with the Chamber of Commerce or Pioneer Days will not be responsible for any injuries or damages at the event. Each participant expressly releases the Chamber and those involved from liability as acknowledged by the participant's signature on this form.

Please sign below to enter into a booth space lease agreement and that you agree to the list of Pioneer Days Rules and Guidelines that have been set forth in this application.

Printed Name of Vendor

Signature of Vendor

Date

Amount Enclosed \$ _____ Payment is due no later than Friday, September 6, 2024, No exceptions!

Please make checks payable to the Pittsburg Camp County Chamber of Commerce. Credit card payments are accepted but a 3.5% processing fee will be charged.

****ANY APPLICATION RETURNED UNSIGNED WILL NOT BE PROCESSED.**

Please mail or bring your completed application, fees, health department permit (as applies) and certificate of liability insurance (as applies) to:

**Pittsburg-Camp County Chamber of Commerce
202 Jefferson Street
Pittsburg, Texas 75686
903-856-3442**