



**40th Annual Wild West Festival
Food Concession Application Packet
(Historic Downtown Square)
Saturday, September 21, 2024
9 am to 3 pm**

Application Deadlines
Returning Vendors
June 16, 2024
New Vendors
Sept. 19, 2024

RETURNING VENDORS MUST submit an application **With Payment** by **June 16, 2024**, to be eligible for the same booth location from the previous year. **On June 17, 2024, unpaid booths will be released** for rental to other vendors on a first come first serve basis.

NO REFUNDS: for cancellation or removal for cause. In the case of severe or hazardous weather or any other act of God, there will be no reimbursement of booth fees or any other monies submitted to the Chamber of Commerce, City of Springtown, or the WWF. No money of any kind or amount will be returned except in the case of booth space rejection by the WWF Committee.

2024 FOOD VENDOR FEES

Concession Row:

13' x 10' - \$250

26" x 10" - \$450

(Electricity Fees Listed on Separate Electricity Application)

ALL DRINKS CAN BE SOLD – ALCOHOL RELATED PRODUCTS ARE NOT PERMITTED

FOOD VENDOR RULES:

1. **Menu Food Items** must be approved by the WWF Committee and some **DUPLICATE ITEMS may be allowed!** Indicate food and drink choices (all drinks can be included) in order of importance on Vendor Application. Include a sample menu listing only items you are interested in serving. Returning Vendors who turn in their application and payment are processed first if received **by June 16, 2024**. All others are on a first come first serve basis and will be contacted if the food categories that have been selected have already been filled. Food vendors will receive confirmation of food/drink items that are approved by the WWF Committee. Menu with prices must be displayed during the festival hours for attendees to view easily.
2. **NO CHANGES** in Food or Beverage items may be made without prior approval from the Wild West Committee once accepted.
3. **Trash Cans** Lined with Bags must be provided for All Food and Beverage Vendors. Dumpsters are available for bagged trash.
4. **Temporary Health Permits** are required by the City of Springtown **for ALL FOOD AND BEVERAGE VENDORS**. To obtain a Permit to operate at the festival, contact City Hall at 817-220-4834.

ADDITIONAL RULES & INFORMATION:

1. **Booth Location:** This is a Sanctioned Festival requiring a **September 19, 2024** deadline for application submission. Booths are based on a first-come-first-serve basis. There will be no Guaranteed Booth Locations, but every effort will be made to accommodate specific requests. Vendors will be notified by mail of acceptance and booth number. The Wild West Committee reserves the right to change booth assignments if deemed necessary.
2. **Payment:** All Vendors are Required to Pay a Booth Fee (Including Non-Profit Organizations). WWF payment must accompany the application and will be deposited immediately upon the Chamber's approval of the booth.
3. **Vendor Parking:** No parking within the Tabernacle Square!!! Vehicles must be out of the barricaded festival area by 8:45 am and will not be allowed back until after 3:05 pm **NO EXCEPTIONS!** Vendor Parking is provided at a remote lot. Transportation to & from provided by Chamber.
4. **All Vendors** are required to furnish their chairs, tables, awnings, umbrellas, extension cords, etc. Vendors are **NOT** allowed to stake their tents, canopies, or anything else on the pavement.
5. **Proof of Liability Insurance** is required of **ALL Food Vendors and ALL Activity Booths** and must accompany the application. Activities such as face-painting, cake walks, puppet shows, etc., not requiring physical participation that could result in bodily harm, are exempt from this rule.
6. **Vehicles ARE NOT allowed on the grass** at the Tabernacle or in the City Park. Violators of this rule will be asked to leave without a refund.
7. **Silent Generators** are allowed in the food concession court and must be pre-approved.
8. Each vendor is responsible for his or her **trash cleanup**. Vendors who break this rule will not be invited back!
9. We are a **family-friendly festival**. Profanity or alcohol-related products are not permitted.
10. **Texas Sales Tax:** Payment of sales tax on vendor transactions is the exclusive responsibility of the vendor.

Please read the Terms and Conditions carefully before signing and returning your booth application. If you have questions not covered by this form, contact the Springtown Area Chamber of Commerce

Phone: [817-220-7828](tel:817-220-7828) email: support@springtownchamber.org

OFFICE USE ONLY:

DATE RECEIVED: _____

CONCESSION # _____

TOTAL AMOUNT (w/Electricity if Applicable) \$ _____

CASH, CHECK/MONEY ORDER # _____

CREDIT CARD: MC VISA DISCOVER **CARD #:** _____

EXP Date: _____

CVV # _____

Proof of Insurance included? Yes No

Acceptance Letter and Vendor Packet with Setup Time Given to/Mailed to Applicant on _____ by _____
Date Initials

40th Annual WWF Saturday, September 21, 2024
CONCESSIONS Application (Food/Drink Only)

Read Terms & Conditions below & Food Vendor rules on "Vendor Application Packet" page. Submit completed application below (with payment) to: Springtown Chamber of Commerce P.O. Box 296, Springtown, TX 76082
Email: support@springtownchamber.org Hours: M-Th 9:00 am to 4 pm/Fri 9:00 am to 1 pm
Call 817-220-7828 for more information.

1. Lessor and display of participant is subject to approval of the Lessor, Springtown Chamber of Commerce, who reserves the right to require alterations, replacement and deletions of any material or activity which is deemed inappropriate for the festival.
2. LEASER RESERVES THE RIGHT TO CHANGE BOOTH ASSIGNMENTS AT ANY TIME DEEMED NECESSARY.
3. All vehicles must be out of the festival area by 8:45 a.m. during setup. Booths should be ready to operate at 9:00 a.m. **Booths must be open until at least 3:00 pm.**
4. NO BLOCKING OF THE FENCE ENTRANCES TO THE TABERNACLE GROUNDS. Anyone who violates this rule will be towed.
5. **No vehicles should be parked or left unattended around the square.** Please write your cell phone number on your PARKING PASS & leave it in your vehicle on the dash when parking in the vendor parking lot therefor festival representatives may contact owners of vehicles to prevent necessary towing.
6. The undersigned hereby elects to and does release the Springtown Area Chamber of Commerce and its respective officers, agents and employees from any and all claims, demands, rights or causes of action of whatsoever kind or nature which the undersigned has ever had or may now have or may hereafter have, whether now known or which heretofore has ever or hereafter may be sustained by the undersigned as a result of or in connection with or arising out of the undersigned's participation in the Springtown WWF.
7. The undersigned acknowledges that in the case of severe or hazardous weather or any other act of God, there will be no reimbursement of booth fees or any other monies submitted to the Chamber of Commerce, City of Springtown or the WWF. **No money of any kind or amount will be returned except in the case of booth space rejection by the WWF Committee.**

Business or Booth Name _____ **Phone Number:** _____

Contact Person: LAST Name _____ **FIRST Name:** _____
(PRINT ALL INFORMATION)

Address: _____
Mailing Address City State Zip Code

Email Address _____ @ _____ **Website** _____

I, the undersigned, have read the WWF Vendor Application rules as well as the above Terms and Conditions, including the release, and understand all terms stated therein. I execute this release voluntarily and with full knowledge of its significance.

Signature of Applicant: _____ **Date:** _____

Food Vendors: ___ @ \$250 for 13' front x 10' deep or ___ @ \$450 for 26' front x 10' deep

Choice Food Items: 1st _____ 2nd: _____ 3rd: _____ 4th: _____

5th: _____ 6th: _____ 7th: _____ 8th: _____ Drinks: _____

Concession Food Unit Description (Submit Photo): _____

Dimensions of Food Unit (in Feet) - Including Trailer Tongue, etc. _____ ' **LONG** _____ ' **WIDE** _____ ' **DEEP**

Electricity needed? YES NO **Volts/AMPS needed?** _____ **What is the electricity for?** _____

FOOD VENDOR (CONCESSION ROW 7 ONLY) ELECTRICITY OPTIONS:

\$75 _____ **Direct Connection 20 AMP Plug (110)** \$100 _____ **30 AMP Plug (110)**

Food & Activity Vendors ONLY Insurance Carrier: _____ **Policy #:** _____

This Electricity Application with appropriate payment must be completed and submitted with Vendor Application prior to the festival.
Notification of electrical acceptance or rejections will be given in our booth assignment letter scheduled to be sent out in September.
No electric strips are allowed. Vendor must provide extension cord if needed. If vendor fails to request electricity or the correct amount and wires into our electric source or another vendor's source, the vendor will be fined double the listed price and risk not being invited back.