



# 2014 LIBERTY FEST VENDOR APPLICATION

July 4<sup>th</sup>, 2014 – US 183A and Hero Way

## VENDING RULES

1. The City reserves the right to accept or reject any applicant.
2. City *Park Rules & Regulations* will be enforced and vendor approval is considered a permitted activity.
3. Sale of alcoholic beverages and glass containers are prohibited.
4. All vendors are subject to inspection by the Fire Marshal prior to the event starting.
5. All vendors must make application, pay applicable fees and gain approval prior to the event.
6. It is the intent of the City to provide a diverse array of products and give priority to local groups for fundraising.
7. Vendors must identify specific items and products to be sold. Once the vendor's application is approved the vendor must agree to limit sales to only approved items. This rule will be strictly enforced.
8. Vendors are responsible for providing all items needed for their booth. The City provides space only. Vendors requiring electricity must furnish their own generators, upon approval by the City.
9. Fees: **Not-for Profit Groups - \$50; Private Businesses/Individuals - \$100.**
10. Submit the application along with payment payable to the "City of Leander" to:

City of Leander Parks & Recreation Dept.  
PO Box 319, Leander, TX 78646

Phone: (512) 528-9909

Fax: (512) 528-9228

Emailed: [mpumphrey@leandertx.gov](mailto:mpumphrey@leandertx.gov)

**Vendor Set Up:** 3:30pm – 5:30pm. No vehicles will be allowed into the event area after this time.

**Tear Down:** Vehicles will not be allowed into the event until 10pm. Vendors will not be able to leave after the event until crowd conditions allow for safe movement of vehicles. This decision will be made by City staff.

**Name of Organization/Business:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City/State/Zip:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Organization Type:**  Private Business/Individual (\$100)     Not-for Profit Group \* (\$50)

\* If you are a Not-for-Profit Group identify who receives your proceeds?

\_\_\_\_\_

Please list items to be sold. (Attach additional sheet if necessary) \_\_\_\_\_

\_\_\_\_\_

**Will you be using a generator:**  Yes  No    **Will you be cooking on-site?**  Yes  No

If you will be cooking on-site, what type? (Grill, Stove etc.) \_\_\_\_\_

**All groups using a generator and cooking on-site must have a new or inspected 5lb dry chemical fire extinguisher.**

*The undersigned hereby understands and agrees to provide vending services according to the rules stated above and that a failure to comply will result in removal and disqualification for future event vending opportunities.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

City Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Total Payment Received: _____ Received by: _____ Date Received: _____ Type of Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check (# _____) <input type="checkbox"/> Credit Card (Visa, MasterCard, Discover, AmEx)
--