

- The City reserves the right to accept or reject any applicant.
- Vendor agrees to assume all liability for damages or loss caused to the premises on their vendor area by reason of their property and agree to indemnify and hold harmless the City of Leander, the sponsor of the event, its directors, officers and members for all liability which might ensue by reason of their presence at the event.
- Vendors shall indemnify the City of Leander against all liability resulting from negligence of the vendor, their agents or employees and shall reimburse the City of Leander for any loss or expense incurred by reason of negligence. The City of Leander is not responsible and does not guarantee against loss or damage due to theft, fire, wind, hail, rain, accident, sunlight, cold or injury or any other acts of God.
- City Park Rules & Regulations will be enforced and vendor approval will be considered a permitted activity.
- Glass containers are prohibited.
- No amplified sound.
- Vendors will be considered for approval in the order they are received. Vendors must be approved and submit payment to secure their space. Vendor spaces may be limited.
- Vendors may not assign this contract or their space or sublet all or any part of their space.
- 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.
- All vendors using grills, stoves, or generators will be required to provide their own fire extinguisher (minimum of 5lb ABC extinguisher) for the duration of the event, and will be subject to inspection by the Fire Marshal.
- Vendors requiring electricity will be required to furnish their own generators, upon approval by the City. Optimally, generators should be quiet generators.
- Food Handlers Permit:
  - All food vendors must complete the Temporary Food Establishment Application with the Williamson County and Cities Health Department. It is the responsibility of the vendor to contact the Health Department. The City of Leander has no involvement with this permit being issued.
  - Food vendors that have not obtained their permit prior to the event will not be allowed to sell food at the event and no refund will be made.
  - For questions regarding the Temporary Food Establishment Application please contact Williamson County and Cities Health Department.
- The City agrees to provide a 10'x10' space for approved vendors. Larger spaces may be available upon request and approval. Vendors agree to provide all necessary supplies and materials for their space, including tents, tables, and chairs as desired. Tents are required to have 40 lbs of tent weights (10 lbs per leg).
- All vendors must be open for business for the duration of the event. Early tear-down is not permitted.
- Vendors are not permitted vehicles on the grounds. Trailers must disconnect from vehicles and vehicles must park outside of the event grounds.
- Vehicles will not be allowed inside the event grounds during the event or until the roads are cleared. If you would like to leave early, you will need to dolly your items out of the event grounds.
- For Event Vendors, signage may not exceed 100 sq.ft. and must be contained within the vendor space.
  - Food Vendors may display up to 2 additional signs within 10' of their vendor space for advertising or menu purposes.
- Vendors may only distribute items or information from within their vendor space.
- Applications can be submitted in any of the following ways:
  - In Person: Monday - Friday between 8:30am and 4:30pm at 11880 Hero Way West, Suite 600 in Leander
  - Mail: City of Leander PARD, PO Box 319, Leander, Texas 78646
  - Email: [mguenther@leandertx.gov](mailto:mguenther@leandertx.gov)
- Vendor fee refunds will not be offered in the case of a no call/no show, late arrival, dismissal due to vendor rule infractions, or permitting issues. Prior to 14 days before the scheduled event or program, vendor fees may receive a refund of 50%. Vendor fee refunds will not be offered within 14 days of the scheduled program or event.