

APPLICATION/CONTRACT FOR FOOD VENDOR BOOTH SPACE

(Please print clearly)

EVENT APPLYING FOR: **ShamRock 'n Roll in the West End 2010**

DATE: Sunday, March 14, 2010 12 Noon – 8 pm

Contact Name: _____ Title: _____

Name of Organization: _____

Street Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____

Email: _____

TYPE OF BOOTH:

Rent Tent/Booth from Event _____ Owner Provided Tent / Booth _____ Cart(s) _____ (indicate the # of carts)

Self-Contained Trailer _____ (indicate size of trailer including tongue and extended flaps) _____ L x _____ W x _____ H

Electric Requirements: _____ Indicate the number of 20-amp, 110 volt outlets needed: (One outlet is included in the booth rental fee, additional outlets are available.)

Special Requirements for your booth (may increase booth price):

Food Booths are \$375.00, and includes City of Dallas Health Permit, 10X10 tent w/8ft table, 2 chairs and one 110 electrical outlet. (On average, one outlet will operate two appliances such as a warmer and cooler or two warmers)

Additional electrical 110 20 AMP outlets - \$50.00 each. (Please circle if needed.)

220 electrical outlet - \$65.00 (Please circle if needed.)

Rental of additional tables and two chairs is \$30.00 (Please circle if needed.)

Describe Menu Items: Please note beverage sales are not allowed at food vendors booths, unless prior written approval has been received from event management. No foods will be allowed at booths that have not been approved by event management. Please Print.

Item: Price: Approved (Event Use):

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(Page 2)

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References: Please include two previous street festivals with contact information.

EnterAction event management strives to provide a variety and well rounded menu selection to its guests. No more than two vendors offering the same food will be allowed at an EnterAction produced event in the West End. West End area restaurants have first right of refusal to booth space and first menu selection. If you are selected as a food vendor for the above event, you will receive a menu approval and information package with parking information, event information and directions for check in, set-up and tear down the day of the event.

Rules and Guidelines: (Please read and initial each rule)

- 1) ___ Dallas County environmental health requirements must be maintained and booth is subject to inspection by the health department and event management. The original must be posted in booth and a copy on file with the event prior to operation.
- 2) ___ You must provide proof (a copy) of liability insurance of \$500,000 upon check in.
- 3) ___ West End Association, EnterAction Events & Marketing and City of Dallas require being listed as additional insured’s on your liability insurance. Proof must be provided when checking in.
- 4) ___ Food vendors must maintain booth cleanliness, aesthetics and quality presentation at all times.
- 5) ___ Cooperation with event officials, policies, guidelines and health department requirements is a must.
- 6) ___ Only sales of food approved by event management in this contract are allowed.
- 7) ___ Sales of approved pre-packaged foods require do require City of Dallas health permit.
- 8) ___ No Beverage sales are allowed at any food booths unless expressly approved by event management.
- 9) ___ No drawings or raffles of any kind, unless expressly approved by event management.
- 10) ___ Booth space must be manned during all event hours.
 - a. See specific event description for event hours
 - b. Set up begins at 7:00 AM
 - c. Tear down will occur promptly at 7:00 PM and clean up must be completed before leaving the event area.
- 11) ___ If you must cancel your booth reservation 15 days or more prior to the event, it must be done in writing to receive a 100% booth fee refund. If cancellation is made within 14 days to 10 days prior to the event a 50% refund will be made. No refunds will be made for cancellations within 9 days of the event.

Please return this application no later than 10 days prior to the event you are applying for. Spaces are available on a first come first serve basis; and return vendors receive priority space selection.

Return the application to: (if 10 days or less before the event please fax or email)

Return the application to:

West End Pub
Attn: Michelle Chennault
1801 N. Lamar, #100
Dallas, TX 75202

Email to: michelle@westendeventsdallas.com

Fax to: 972-264-8264

Preferred Payment Via PayPal - email address: michelle@westendeventsdallas.com

Make Checks Payable to: (a personal check will not be accepted within 10 days of event)
EnterAction Events and Marketing