



Food Vendors Booth Registration

Registration Deadline is September 20, 2024.
After that we cannot guarantee you an assigned booth.

20th Annual
Kerens Cotton
Harvest Festival
Oct. 19, 2024

NAME _____
(GROUP OR ORGANIZATION AND CONTACT NAME)

STREET _____

E-MAIL ADDRESS _____ CELL PHONE _____

PRODUCT DESCRIPTION _____

**LENGTH OF TRAILER/TRUCK
OR PRE-BUILT BOOTH**

**Fees are \$50.00 per booth.
For electricity add \$25.00 per booth. Booth fees nonrefundable.**

BOOTH SIZES ARE 14 FEET WIDE BY 12 FEET DEEP.

NO RAFFLE TICKETS SOLD.

ALL FOOD VENDORS MUST BE SET UP BY 8:00 AM

Electricity availability is on a first come first serve basis. You may ask for a certain spot but there are no guarantees. Register early. If you have a pre-built booth, trailer/truck or other requirement greater than 14' X 12' you must buy 2 spaces or more to accommodate what you are bringing.

If using electricity, you must provide commercial grade, 3 prong extension cord and duct tape to secure cords. Bring at least 150' heavy duty cord. Generators are **not** allowed.

All food vendors must follow the requirements of the Navarro County Health Department (see requirements on their website) when selling food or food items. Each vendor is responsible for obtaining their own temporary health permit. A visit from the county health inspector can be anticipated.

In consideration of permission to operate a booth at the Kerens Cotton Harvest Festival, the vendor signing below agrees to forever indemnify, defend, and hold harmless the Kerens Cotton Harvest Festival, The Friends of the Kerens Library, the City of Kerens, Navarro County and their elected officials, employees, board members and volunteers from and against any and all claims, suits, or action of any kind brought by third parties as a result of any injuries sustained as a result of vendor's activities at the Kerens Cotton Harvest Festival. Cotton Harvest Festival/Kerens Library is not responsible for lost, stolen, damaged articles or personal injury. Vendor is responsible for all equipment for booth **including clean up.**

A packet will be sent to you with booth #, a car tag and specific instructions for the day of the festival.

Please DO NOT forget to bring it with you.

Signature verifies agreement to the rules set forth.

Signature: _____ Date: _____

Number of Booths: ____ Electricity: Yes/No ____ Amount Enclosed: \$ _____

Please make check or money order payable to **Friends of the Kerens Library.**

For Credit Card Payment: _____
Card # Exp. Date Zip Code

Please add \$5.00 to your amount if using a Credit Card.

Complete the entry form and return to:
Kerens Library 121 S. Colket St.
Kerens, TX 75144



Phone: Tina Holden 903-654-2251
email: kerenslibrary@yahoo.com
www.kerenscottonharvestfestival.com

20th Annual Kerens Cotton Harvest Festival Saturday, October 19, 2024

Booth Description: Booth spaces are 14' wide by 12' deep. We provide only the brick street space; you need to bring whatever you need for your booth. If your equipment requires a larger space, you will need to purchase multiple booth spaces. The outside corners of the booth will be marked and **booth number marker** will be in the center when you arrive.

Arrival & Departure Times:

Festival personnel (Tina, Ron and Sherry) will be at the site by 6:30AM. **Please unload at your booth then park your vehicle in vendor parking and then set up your booth.** Vehicles will be off the street by 9:00 AM. No vehicles in and out of the area during Festival hours for the safety of all attendees. Departures should be AFTER 3:00pm. No vehicle allowed on the street until after 3:00 pm.

Unloading & Parking:

A packet will be sent to each vendor later in September. It will include your *booth number*, a *vendor parking hang tag*, and a *card to attach to your booth*. See the **enclosed map and note the direction and entrance** for all vendors. Please unload vehicles as quickly as possible and immediately move vehicles to vendor parking lot. **Reserved vendor parking is located north across railroad track on both sides of Colket Street.** Vendor parking lot will be visibly marked. This will help the vendor traffic flow more efficiently. Please be patient! Cars, trucks, or any form of transportation cannot be left in the vendor area. **Use the vendor parking hang tag that is included in this packet to park in the nearby designated lots.** Please keep the packet with your booth *stuff* or your vehicle.

Booth Regulations: Booth must have adult supervision at all times. Nuisance items such as silly string, pellet shooters, confetti eggs, play guns and/or other items according to the judgment of the festival organizers are prohibited. Raffles are not permitted.

Electricity: Electrical outlets are 110/115 v and GFI equipped. All vendor appliances must be compatible with these outlets. If using electricity, you must provide commercial grade, 3 prong extension cords (10 gage electrical cord must be used) and duct tape to secure electrical cords. Multiple items may not be plugged into the same electrical outlet – extra items such as radios, etc. are not allowed. **Generators are not allowed due to the noise.** Make sure that you note your need for electricity on the application and pay the fee for electricity before the day of the event as we have limited outlets available.

Responsibilities: Vendors are responsible for their booth, tent, extension cord (if you have electricity) and anything else you may need. Due to the location of electrical out-lets, some booths may require up to 150 feet of cord. Vendors are also responsible for reporting and payment of all sales/use tax applicable to your gross sales.

Maintenance & clean up: Booth spaces must be kept clean and uncluttered. Vendors are responsible for disposing of all trash and boxes, etc. associated with their booth or booths. Dumpsters will be available in a nearby location.

Refunds: NO REFUNDS. There is no alternate rain date and the event will take place regardless of weather conditions, as long as safety permits.

The sale and/or giveaway of any drink item (soft drinks, water lemonade, etc.) are strictly prohibited EXCEPT FOR FOOD VENDORS AND COTTON HARVEST FESTIVAL COMMITTEE BOOTHS. All drinks sold have to have prior approval from vendor chairman.

Please don't hesitate to contact the library or Tina, our Vendor Chair at 903-654-2251 if you any any questions or comments. See you in October!

Kerens Cotton Harvest Festival has been sanctioned by the City of Kerens in support of the Kerens Library.

Funds raised by the Kerens Cotton Harvest Festival will be used to further the Kerens Library. 121 S Colket Street, Kerens, Texas 75144 ph. 903-396-2665
Festival is sponsored by The Friends of the Kerens Library a 501(C)3 Organization
kerenslibrary@yahoo.com www.kerenscottonharvestfestival.com

